

ST. STEPHEN'S COLLEGE
DOCTOR OF MINISTRY PROGRAM
 Integrative Paper Evaluation Form

Student Name	
Title of Integrative Paper	
Name of Internal Examiner (or Faculty Advisor if applicable)	

Student sends completed paper to Department Chair, who appoints two Internal Examiners (including Faculty Advisor if applicable). The Chair will forward it to the Internal Examiners.

Part A gives feedback about how the author works with subject matter, i.e. the **content**.

Part B gives feedback about the **format style** (academic writing) and other technical matters in paper writing.

Part C gives feedback of the general sort about **integration**. This part yields some helpful *coordinates*.

Part A: The Content

Assessment (Satisfactory/Unsatisfactory)

Ability to Identify Significant Issues			
In the practice of ministry		Satisfactory	Unsatisfactory
In theological understanding		Satisfactory	Unsatisfactory
In the writer's faith journey		Satisfactory	Unsatisfactory
Level of Knowledge Displayed			
Literature Selected			
Comprehensiveness of bibliography		Satisfactory	Unsatisfactory
Quality of bibliographic material used		Satisfactory	Unsatisfactory
Selection of Theory			
Appropriateness of theories to apply to the issue		Satisfactory	Unsatisfactory
Level of knowledge of theories used		Satisfactory	Unsatisfactory
Knowledge of Facts			
Accurate portrayal of factors contributing to issue; cultural and historical contexts		Satisfactory	Unsatisfactory
Accurate portrayal of "scholarly opinion"		Satisfactory	Unsatisfactory
Ability to Assess and Build Upon Resources			
Critical ability to interpret facts (meaning)		Satisfactory	Unsatisfactory
Ability to utilize theory appropriately (application)		Satisfactory	Unsatisfactory
Ability to develop and expound new insights creatively		Satisfactory	Unsatisfactory
Ability to be Self-Critical as a Scholar			
Level of self-awareness			
Sensitivity to feelings and values in self and in context of issues selected		Satisfactory	Unsatisfactory
Awareness of factors influencing one's work			
i.e. social, psychological, economic, spiritual		Satisfactory	Unsatisfactory
Ability to incorporate new learning into one's functioning and practice			
Evidence that one's ministerial identity has been influenced		Satisfactory	Unsatisfactory

Additional comments about the content, or recommendations for change:

Part B: The Form

Problem areas, if any, indicated by √ by Unsatisfactory. The following two sections involve a certain degree of judgement and aesthetic sense. Serious faults in any of the items indicated will result in an assessment of "Unsatisfactory".

Assessment (Satisfactory/Unsatisfactory)

Organization			
Consistency of viewpoint		Satisfactory	Unsatisfactory
Persuasiveness of Presentation		Satisfactory	Unsatisfactory
Style of Expression			
Length (not too brief, and not too wordy)		Satisfactory	Unsatisfactory
Imagery (should not be too extravagant)		Satisfactory	Unsatisfactory
Expression (not too sermonic or too rhetorical)		Satisfactory	Unsatisfactory
Adherence to Scholarly Format			
Margins		Satisfactory	Unsatisfactory
Page numbers		Satisfactory	Unsatisfactory
Notes		Satisfactory	Unsatisfactory
Bibliographical form		Satisfactory	Unsatisfactory
Technical Competence			
Sentence structure		Satisfactory	Unsatisfactory
Spelling		Satisfactory	Unsatisfactory
Typographical errors		Satisfactory	Unsatisfactory
Word usage		Satisfactory	Unsatisfactory

Any other comments about the Form

Part C: Integration

We look for an appropriate balance on each of the three *continua*. The poles on the *continua* present factors which we expect to be brought into a creative unity. The break in the line is the evaluator's judgement about "where the author is" in this paper. They are coordinates for orienting the author, not grades.

Personal Dimension  **Professional Dimension**

Suggestions/recommendations for change, if any:

Theory  **Practice**

Suggestions/recommendations for change, if any:



Suggestions/recommendations for change, if any:

GRADE	
I recommend that this Integrative Paper receive the following grade:	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Approved with Minor Revisions
<input type="checkbox"/>	Major Revisions Requested
Signature of Internal Examiner (or Faculty Advisor if applicable)	
Date of Final Assessment	

Note: Upon formal approval of the Integrative Paper, students become a DMin Candidate and are regarded as being in full-time attendance, as students are expected to be spending much of their time engaged in research and writing.

SUBMIT TO DEPARTMENT CHAIR

<i>OFFICE USE ONLY</i>	<i>Date/Initial</i>
Received by Department Chair	
A/Registrar: Completion 'S' entered in database	
Honorarium issued to Reviewer and Examiner	