**Form 4A**

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**ST. STEPHEN'S COLLEGE**
**DOCTOR OF MINISTRY PROGRAM**
PROPOSAL AND DESIGN APPROVAL FORM
FEEDBACK for Research Project in Ministry

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| | |
|---|---|
| **Name of Student:** | |
| **Project Title:** | |

## How well does the candidate . . .                    Low (1)    High (5)

| | | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|
| **1.** | **State and contextualize the issue?** | 1 | 2 | 3 | 4 | 5 |
| | a) write a clearly stated research question | | | | | |
| | b) write clearly stated subsidiary questions | | | | | |
| | c) outline scope and limitations | | | | | |
| | d) define all terms, when they first appear | | | | | |
| | e) define all terms so that individuals outside the field may understand them | | | | | |
| | f) list assumptions | | | | | |
| | g) explain why the question is important by giving a historical/theoretical background | | | | | |
| | h) outline how the study will (i) fill a void, (ii) replicate, (iii) extend, (iv) or develop new ideas in the scholarly literature? | | | | | |
| **2.** | **Show that the project or research will advance the goals of the DMin program?** | 1 | 2 | 3 | 4 | 5 |
| | a) show an advanced understanding of the nature and purposes of ministry | | | | | |
| | b) demonstrate ability to reflect theologically about the practice of ministry | | | | | |
| | c) identify potential theological themes in research being proposed | | | | | |
| | d) show growth in personal spiritual maturity | | | | | |
| | e) demonstrate development and appropriation of personal and professional ethic | | | | | |
| **3.** | **Critically review the literature?** | 1 | 2 | 3 | 4 | 5 |
| | a) organize review around and directly related to the research question | | | | | |
| | b) synthesize results into a summary of what is and is not known | | | | | |
| | c) identify areas of controversy in the literature | | | | | |
| | d) identify areas of prior scholarship to prevent duplication of effort | | | | | |
| | e) contain ample research studies to highlight ways in which the research question has been or might be studied? | | | | | |
| **4.** | **Outline methods?** | 1 | 2 | 3 | 4 | 5 |
| | a) detail how, when and by whom data will be collected | | | | | |
| | b) clearly identify method of data analysis | | | | | |
| | c) describe clearly the population of the study | | | | | |
| | d) identify and explain the sampling design | | | | | |
| | e) explain why the sampling design was selected | | | | | |
| | f) include a copy of all instruments in appendix | | | | | |
| **5.** | **Provide rationale for methodology?** | 1 | 2 | 3 | 4 | 5 |
| | a) identify specific type of research design selected (case study, grounded theory, phenomenology, etc.) | | | | | |
| | b) explain purpose of the methodology, using citations | | | | | |
| | c) explain convincingly why methodology was chosen | | | | | |
| | d) match intended methodology and the research question(s) | | | | | |
| | e) explain how instruments were tested | | | | | |
| **6.** | **Justify the use – or not – of a pilot project?** | 1 | 2 | 3 | 4 | 5 |
| | a) describe the rationale for a pilot project | | | | | |
| | b) state the question to be answered by the pilot project | | | | | |
| | c) outline the scope of the pilot project in relation to the proposed research project | | | | | |
| | d) outline the process of the pilot project | | | | | |
| | e) include a copy of all instruments in appendix | | | | | |
| | f) address ethical considerations | | | | | |

| 7. | **Outline validation process?** | 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|---|---|
| | a) describe procedures of trustworthiness | | | | | |
| | b) address bias and role | | | | | |
| 8. | **Address ethical considerations?** | 1 | 2 | 3 | 4 | 5 |
| | a) address voluntary participation | | | | | |
| | b) address right of participant to withdraw without prejudice | | | | | |
| | c) show that benefits to participant outweigh costs to them | | | | | |
| | d) describe, in detail, how confidentiality will be maintained throughout every aspect of the study | | | | | |
| | e) other (please be specific): | | | | | |
| 9. | **Provide outline of chapters?** | 1 | 2 | 3 | 4 | 5 |
| | | | | | | |
| 10. | **Establish a Project schedule?** | 1 | 2 | 3 | 4 | 5 |
| | a) provide the plans and rationale for a Supervised Pilot Project (See Appendix C) | | | | | |
| | b) establish a contingency plan to address unforeseen circumstances | | | | | |
| 11. | **Show knowledge of available resources?** | 1 | 2 | 3 | 4 | 5 |
| | | | | | | |

Comments:

| APPROVAL: | |
|---|---|
| **Project and Dissertation Committee Chair Name** | |
| **Project and Dissertation Committee Chair Signature** (on behalf of the P-D Committee) | |
| **Names of Committee Members:** | |
| **Date** | |

**PLEASE FORWARD TO DEPARTMENT CHAIR**