Guide to

Dallas Theological Seminary. Lay Institute Records


.25 linear feet

Accession Number: 2009-12
Collection Number: CN 027

Prepared by Lolana Thompson
December 2009

Abstract: Dallas Theological Seminary Lay Institute records primarily regarding classes offered and the original planning for the Institute.

Preferred Citation:
[Identification of the Item], Dallas Theological Seminary. Lay Institute Records, CN 027, Box [number], Folder [number], Archives, Dallas Theological Seminary.

Archives, Dallas Theological Seminary, 3909 Swiss Ave., Dallas, TX 75204
**Historical Sketch:**
The Lay Institute started in 1974 to provide faculty-supervised teaching internships for upper-level Dallas Theological Seminary students and provide instruction to adults in the Bible and related subjects. In 1985, the Institute started offering continuing education units. In 1989, it added courses emphasizing practical application of biblical lessons and started awarding certificates to students who completed eight courses and an award to those who completed sixteen. In 1995 the institute was renamed the Center for Biblical Studies and the curriculum was redesigned to start an optional three-year diploma program. The program usually offers courses in the spring and fall, and some years also in the summer.

**Partial List of Directors:**

<table>
<thead>
<tr>
<th>Year</th>
<th>Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>1974-1985</td>
<td>Thomas L. Constable</td>
</tr>
<tr>
<td>1985-1987</td>
<td>Kenneth L. Sarles</td>
</tr>
<tr>
<td>1987-1990</td>
<td>Eugene W. Pond</td>
</tr>
<tr>
<td>1990-1991</td>
<td>Greg A. Hatteberg</td>
</tr>
<tr>
<td>1992-circa 1995</td>
<td>David E. Malick</td>
</tr>
<tr>
<td>?</td>
<td>[The class schedules stopped listing the director in 1995.]</td>
</tr>
<tr>
<td>2007-present [2009]</td>
<td>Terry Hebert</td>
</tr>
</tbody>
</table>

**References:**
Dallas Theological Seminary. Lay Institute Records. CN 027, Archives, Dallas Theological Seminary

**System of Arrangement:**
The Lay Institute records are organized in three series.

**Series I. Memoranda,** 1935, 1972-1975, .07 linear feet (1 folder)
Arranged chronologically.

**Series II. Printed Material,** 1974-2008 and undated, .11 linear feet (3 folders)
Arranged chronologically within folders.

**Series III. Miscellaneous,** 1973-1995 and undated, .07 linear feet (3 folders)
Arranged chronologically within folders.

**Scope and Content Note:** This collection housed in seven legal size folders, consists of three series. The Memoranda document the early history of the Lay Institute. The second series, Printed Material, lists the courses offered through the years and the teachers. The last series, Miscellaneous, includes lists of courses, enrollment, names of teachers, and notes about the history of the Institute.
The collection provides information about a teaching lab providing adult continuing education. Courses offered changed through the years as the brochure styles also changed.

Selected Search Terms:
Dallas Theological Seminary. Lay Institute


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Container List

Series I. Memoranda 1935, 1972-1975

Folder# Title, Dates, Description
1 Early History 1935, 1972-1975
   Includes a photocopy of an article from 1935 about the Evening Bible Institute and memoranda (1972-1975) concerning planning a teaching laboratory for DTS students.

Series II. Printed Material 1974-2008 and undated

Folder# Title, Dates, Description
2 Brochures 1974-1987
   Primarily brochures listing classes and teachers, with application forms.

3 Brochures 1988-2008 and undated
   Primarily brochures listing classes and teachers, with application forms.

   Brochures for classes in Spanish.

Series III. Miscellaneous 1973-1995 and undated

Folder# Title, Dates, Description
5 Course Names and Numbers 1988-1991
   Lists showing course names and numbers offered and enrollment per session from 1978-1991.
### Series III. Miscellaneous (continued)

<table>
<thead>
<tr>
<th>Folder#</th>
<th>Title, Dates, Description</th>
</tr>
</thead>
</table>
| 6       | Lay Institute Teachers: Yesterday and Today circa 1995  
          | Alphabetical list of teachers from Spring 1974-Summer 1995 including status shown in alumni directory. |
| 7       | Miscellaneous 1973-1995 and undated  
          | Includes agendas for the committee planning the teaching lab; draft for 1955-1996 catalog; list of students for summer 1995; various notes, including notes about the purpose and history of the program. |