

FLD 6604 DL FIELD STUDY 4
ASHLAND THEOLOGICAL SEMINARY
Summer 2016 May 15 – Aug 12
Online Blackboard Course
Rev John Swope, PhD

Director of Field Education
Office 419-289-5772
jswope@ashland.edu

Office 18 Admin Bldg
Cell 419-606-4853
(emergencies only)

NOTICE:

This course requires a one-on-one meeting with the Director of Field Education.

Students may meet in person, by computer or by phone.

Please contact the professor to set up an appointment immediately.

See Assignment in III. C. 1, below.

Distance Learning Statement

This course utilizes an online component (Blackboard) as its major teaching medium. Access to a reliable computer and the internet through a high-speed means (dial-up access does not usually work satisfactorily in this course) is required, as is familiarity with the use of Blackboard (assistance in Blackboard is provided in video format within the course). It is highly recommended that you be familiar with computer and web functions prior to starting the course since it is not advised to try to learn them while the course is in progress. On-line learning often requires more self-motivation than a regular class and is not suitable for every student.

I. Course Description

Field Education Courses

All students in the MAPCC, MAPT, MASF and MDiv degree programs are required to take Field Study courses. Students in MAPCC, MAPT and MASF will take 4 semesters (3 credit hours total); and MDiv students will take 6 semesters (4 credit hours total). Students in the MABCS degree program may choose to complete a BCS Internship in place of Field Study. Students in the MAC (Chaplaincy) program fulfill requirements through CPE Units and do *not* take Field Study. Each semester course of Field Study will require online class work along with a designated number of hours of field work in a ministry setting. Total hours of field ministry required for MAPCC, MAPT and MASF students is 250; total hours required for MDiv students is 400. All Field Study courses are offered fall and spring semesters; Field Study 2, 3, 4, and 5 are also offered summer session.

FLD 6604 Field Study 4 – Online ½ credit hour

Required for MDiv students. 75 hours of field ministry required.

This course allows MDiv students to delve deeper into ministry practice. Students will continue in their Field Study with their Field Mentor as they maximize their strengths and develop their growth areas. A portion of the field hours in this class will be used to target a critical growth area and complete a Critical Growth Plan in the context of the student's daily life and work.

Prerequisite: FLD 6603

Further Description

This course focuses on the holistic development of the student. It encourages the integration of academic learning with the practice of ministry, while under the direct supervision of a Field Mentor. **Field Study students are to have a Field Site where they can complete the required hours of practical ministry each semester, and a Field Mentor to supervise their experience.** Most students will continue at the same site and with the same mentor as they have had for previous Field Study courses. If you need help locating a Field Study Site please contact the Field Ed office immediately. If you are thinking of doing your Field Study in a non-traditional (non-church) setting, please contact the Field Education office.

II. Student Learning Outcomes

Student Learning Outcomes for Corpus of Field Study Courses

As a result of this course, students will be able to:

1. Not assessed

2. Establish communal and personal disciplines that nourish Christian spiritual and moral formation within the context of the student's Field Study.
3. Display understanding and appreciation for persons of another culture.
4. Demonstrate critical theological reflection that is biblically faithful, historically grounded, contextually relevant, and integrated with life and ministry context of the student's Field Study.
5. Not assessed.
6. Exhibit effective ministry skills relevant to intended areas of service in the context of the student's Field Study.

III. Course Requirements

A. Textbooks and Other Materials

Required:

Bridges, Jerry. *The Discipline of Grace: God's Role and Our Role in the Pursuit of Holiness*. Colorado Springs: NavPress, 2006. ISBN-10: 1576839893; ISBN-13: 978-1576839898

B. Attendance

According to the *Student Handbook*, attendance at all class sessions is expected, unless the professor has been notified in advance and has approved the absence. Students should be on time and should stay through the duration of all classes. Any student missing more than six class hours (2 weeks) will be required to do additional work, receive a lower grade, audit or withdraw from the class, or be penalized otherwise at the discretion of the professor. For this *Hybrid Online* course, attendance includes time online, meetings with your Field Mentor, reporting ministry hours in your *Hours Log(s)*, and participating in online group forums.

C. Assignments/Assessment of Student Learning

Ministry requires tracking multiple responsibilities, and doing so is part of learning in this Field Study course. Additionally, as an internship-based online course, there is more work required than might be expected from a strictly academic course of the same credit value. Balancing this workload can be challenging but is a good practice for the demands of ministry. Therefore, students are responsible to complete all assignments and keep track of what they have submitted.

Submitting Assignments for an Online Blackboard Course:

- All assignments must be submitted using the Submit feature on each Blackboard assignment.
- If you are technologically unable to use the feature, you may submit an explanatory note on assignment submit feature, and send the assignment as an electronic file attached to an email sent to jswope@ashland.edu
- Field Mentors may attach electronic files to emails sent to jswope@ashland.edu, or send hard copies mailed or hand delivered to the Field Education Office, ATS, 910 Center St. Ashland, OH 44805.
- All assignments must be submitted on or before the **due dates** according to the *Course Schedule*.

See the *Course Schedule* for due dates.

Brief descriptions of all assignments are below; more information is available on Blackboard.

See the *Course Schedule* for due dates.

1. Meeting with the Field Education Director (mandatory but not graded)

Students are required to contact the Field Education Office to schedule a meeting with the Field Education Director. This meeting must occur within the first three weeks of class and may be done (in order of preference) face to face, on Google Hangout or Skype, or by phone. The purpose of the meeting is to update, reconnect and look ahead. Meetings will last no longer than one half hour.

See *Course Schedule* for due date.

2. 75 Hours of Ministry Practice (60% of grade)

Students must complete 75 hours of service in ministry by the end of the semester. Students currently serving in ministry may continue to do so if their current position fulfills the requirements for a Field Site (most do). The main focus of the 75 hours of ministry in FLD 6604 will be the completion of a Critical Growth Plan. Instructions for Field Study are available on Blackboard. Questions may be discussed in the student's meeting with the Field Education Director.

The following forms are required to document your Field Study hours:

- a. **Field Study Application** (not graded, but required to receive credit for Field Study): You do not need to submit a new *Application* if you are continuing at the same Site with the same Mentor as your previous Field Study course. **If you are changing your Field Site and/or Field Mentor, please resubmit a new Field Study Application.** More information is available on Blackboard. *Applications* must be signed by the student's Field Mentor.
Due ASAP, no later than the 3rd week of class. See Course Schedule for due date.
- b. **Field Study Hours Log (20%):** Students will track their hours on a *Field Study Hours Log* form and submit it at the end of each semester they are in Field Study. Follow the template and instructions provided on Blackboard. *Hours Logs* must be signed by the student's Field Mentor. Forms are available on Blackboard or at the Field Education Office.
Submit near the end of the semester; see Course Schedule for due date.
- c. **Field Mentor Meetings (Assessed on Hours Log):** Students will meet regularly (**no less than every other week**) with their Field Mentor. **These meetings must be clearly recorded on the Hours Log!**
- d. **Student Progress Report (20%):** Students will submit a *Progress Report* at the end of each semester they are in Field Study. Forms are available on Blackboard or at the Field Education Office.
Submit near the end of the semester; see Course Schedule for due date.
- e. **Field Mentor Evaluation (20%):** Students must have their Field Mentor submit a *Field Mentor Evaluation* each semester they are in Field Study. Forms are available on Blackboard or at the Field Education Office.
Submit near the end of the semester; see Course Schedule for due date.

All forms needed for Field Study are available on Blackboard, on the ATS home webpage (click on *Downloads* and then find "Field Education") and in the Field Education Office.

3. Online Reflection Groups (20% of grade)

Students will participate in weekly online written threaded forums in groups of 5-9 students. Forums are asynchronous (students do not have to be online at the same time) and occur through Blackboard. Forums will follow a similar pattern each week and require the student to respond to information, prompts, and questions that arise from the text, class materials, and ministry experience. All information regarding the forums, their requirements and grading, may be found on Blackboard. Participation is tracked weekly and the instructor will provide helpful feedback throughout the course. A final grade will be based on the "Reflection Group Rubric" available on Blackboard.

Weekly Rhythm for Posting:

- a) Prompt is activated **Monday before noon.**
- b) Students read prompt and make *first post* by **midnight Tuesday.**
- c) Students read others' first posts and *respond to at least three* by **midnight Thursday.**
- d) Students are free to exchange ideas as long as they choose.
- e) Students make a *final reflective post* by **midnight the following Monday.**

Further instruction and information regarding online Reflection Groups is available on Blackboard.

4. Student Self-Assessment (graded through Reflection Group forums)

Students will self-assess the areas in their life as possible targets for the Critical Growth. Students will share and process their thoughts regarding their self-assessment in the Reflection Group forums in order to help them determine their goals for their Critical Growth Plan.

See the Course Schedule for due date.

5. Critical Growth Plan (20% of grade)

Students will choose an area of personal struggle in which to complete a Critical Growth Plan. The area of struggle chosen should be one which currently inhibits effective ministry or may do so in the future. Possible target areas for the Critical Growth Plan may be: anger management, eating disorders, addictions, or any other area of personal struggle. Guidance will be provided for selecting a Critical Growth target area. Critical Growth Plans will include submitting a *Critical Growth Plan Proposal* in order

to receive approval for the plan, followed by the submission of a *Critical Growth Plan Reflection* after the plan has been completed. The student will be responsible for identifying their goal(s) for the plan as well as determining the steps of their strategy and measures for growth. All information regarding the Critical Growth Plan will be kept strictly confidential, and students will not be required to share any information which they do not choose to do so. Specific instructions and guidelines are available on Blackboard. **See Course Schedule for due date.**

6. Solitary Prayer Retreat (graded through Reflection Group forums)

Student must schedule at least a half day (3-4 hours) to spend in solitude and silence to pray and meditate. The focus of the retreat will be to meet with God regarding the student’s chosen area of Critical Growth. Students are allowed to do two Solitary Prayer Retreats if they choose: one near the beginning and one near the end of the semester. Students’ experiences on their Solitary Prayer Retreat will be shared in the Reflection Group forums. Specific instructions and guidelines are available on Blackboard.

7. Spiritual Mentor (optional, 5% Extra Credit)

A *Spiritual Mentor* differs from a Field Mentor. Your Field Mentor fills the role required to supervise and support you through your ministry experience in Field Study. At times that role may include mentoring you spiritually, but it is not a Field Mentor’s primary responsibility. It is strongly suggested that you find a *Spiritual Mentor* to meet with *in addition* to your Field Mentor. A *Spiritual Mentor’s* purpose is to help keep your mind, body, and spirit closely connected to Jesus Christ, to help you balance the demands of family, studies, and ministry, and to walk with you as you do it. In order to receive extra credit for having a Spiritual Mentor you must meet with them at least once per month, but you may meet more often if you both agree to do so. You may meet by phone, Skype, or in person. If you would like a list of pastors who have been trained as Spiritual Mentors, and are waiting for an Ashland Theological Seminary student to contact them to be their Spiritual Mentor, contact the Field Education Office and request our list.

To receive extra credit for meeting with your Spiritual Mentor, submit a 1-2 page reflection recording your Spiritual Mentor’s name, their contact information, the dates you met, and the benefits you received from meeting with your Spiritual Mentor this semester. Points will be awarded based on number of meetings and quality of reflection.

See Course Schedule for due date.

D. Calculation of Grade and Connection of Learning Outcomes

<i>Graded Assignment</i>	<i>Learning Outcomes</i>	<i>Percent of Final Grade</i>
Field Study Hours Log	6	20%
Student Progress Report	6	20%
Field Mentor Evaluation	6	20%
Reflection Groups	2, 3, 4	20%
Critical Growth Plan	2	20%
Meetings with Spiritual Mentor	2	(5% extra credit)

IV. Course Schedule

This schedule is a tentative schedule; changes may need to be made during the semester. Students are responsible to check Blackboard regularly for updates. Every effort will be made to communicate changes to the students in a timely and responsible manner.

Week	Activities & Assignments	Assignment Due Dates
1 May 17-19	Complete online forums as per Weekly Rhythm Review materials in Field Study Foundations, Reflection Groups, Field Study Assignments, and Spiritual Mentorship (as needed) Read <i>Introduction to FLD 6604</i> Material View “FLD 6604 Introduction” Video	Reflection Group forum: Ice Breaker (continued bellow)

	Re-establish or continue working on your Field Study Read <i>Discipline of Grace</i> , chapters 1, 2 & 3 for next week Submit new FS Application if needed (no later than 6/2) Meet with the Field Education Director (by 6/2) Set up Spiritual Mentor meetings (extra credit)	(continued from above) Meet with Field Education Director by 6/2
2 May 22-26	Complete online forums as per Weekly Rhythm Continue working on your Field Study Read <i>Critical Growth Plan Materials</i> View "Critical Growth Plan" Video	Reflection Group forum on <i>Discipline of Grace</i>, chapter 1, 2 & 3 Meet with Field Education Director by 6/2
3 May 30- June 2 (Mem Day)	Complete online forums as per Weekly Rhythm Continue working on your Field Study Read <i>Critical Growth Plan Proposal Instructions</i> Read <i>Discipline of Grace</i> , chapters 4 & 5 for next week Meeting with Field Ed Director is due Submit new FS Application (if needed) Notify the Field Ed office if you will have a Spiritual Mentor	Reflection Group forum on <i>CGP Self-Assessment</i> Meeting with Field Ed Dir- 6/2 New FS App (if needed) - 6/2
4 June 5-9	Complete online forums as per Weekly Rhythm Continue working on your Field Study Discuss ideas for Critical Growth Plan with others Read <i>Solitary Prayer Retreat Materials</i> View "Solitary Prayer Retreat" Video Schedule your Solitary Prayer Retreat (by 7/24) Begin meetings with your Spiritual Mentor (extra credit)	Reflection Group forum on <i>Discipline of Grace</i>, chapters 4 & 5
5 June 12-16	Complete online forums as per Weekly Rhythm Continue working on your Field Study Read <i>Discipline of Grace</i> , chapters 6 & 7 for next week Complete and submit <i>Critical Growth Plan Proposal</i>	Reflection Group forum on <i>Critical Growth Plan Proposal</i> <i>Critical Growth Plan Proposal</i> - 6/16
6 June 19-23	Complete online forums as per Weekly Rhythm Continue working on your Field Study Begin working on your Critical Growth Plan Read <i>Discipline of Grace</i> , chapters 8 & 9 for next week	Reflection Group forum on <i>Discipline of Grace</i>, chapters 6 & 7
7 June 26-30	Complete online forums as per Weekly Rhythm Continue working on your Field Study Continue working on your Critical Growth Plan Read <i>Discipline of Grace</i> , chapters 10 & 11	Reflection Group forum on <i>Discipline of Grace</i>, chapters 8 & 9
8 July 3-7 (Ind Day)	Complete online forums as per Weekly Rhythm Continue working on your Field Study Continue working on your Critical Growth Plan Read <i>Discipline of Grace</i> , chapters 12 & 13	Reflection Group forum on <i>Discipline of Grace</i>, chapters 10 & 11
9 July 10-14	Complete online forums as per Weekly Rhythm Continue working on your Field Study Continue working on your Critical Growth Plan Complete your Solitary Prayer Retreat by 7/24	Reflection Group forum on <i>Discipline of Grace</i>, chapters 12 & 13
10 July 17-21	Complete online forums as per Weekly Rhythm Continue working on your Field Study Finish working on your Critical Growth Plan Complete your Solitary Prayer Retreat by 7/25 Send Evaluation to your Field Mentor to complete (due 8/9)	Reflection Group forum on <i>Perseverance in Personal Growth</i>
11 July 24-28	Complete online forums as per Weekly Rhythm Continue working on your Field Study Submit completed <i>Critical Growth Plan Reflection</i>	Reflection Group forum on <i>Solitary Prayer Retreat</i> <i>CGP Reflection</i> - 7/28
12 July 31- Aug 4	Complete online forums as per Weekly Rhythm Continue working on your Field Study Complete <i>Student Progress Report</i> (due 8/9) Gather and complete all Field Study documents	Reflection Group forum on your <i>Critical Growth Plan</i>
13 Aug 7-11	Complete online forums as per Weekly Rhythm	Reflection Group forum on (continued below)

	Submit all documentation for Field Study: Hours Log, Student Progress Report & Field Mentor Evaluation. Spiritual Mentor Reflection (extra credit) Complete Course Evaluation	(continued from above) Recapping the Semester All Documents – 8/9
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The following is a list of Assignments in the order of Due Date:

Assignment	Due Date
Reflection Group Online Forums	See <i>Weekly Rhythm</i> on Blackboard
<i>Discipline of Grace</i>, chapters 1, 2 & 3	Reflection Group Monday 5/22
<i>Critical Growth Self-Assessment</i>	Reflection Group Tuesday 5/30
Meeting with Field Education Director	ASAP; no later than 6/2
<i>Discipline of Grace</i>, chapters 4 & 5	Reflection Group Monday 6/5
<i>Critical Growth Plan Proposal</i>	Friday 6/16
<i>Discipline of Grace</i>, chapters 6 & 7	Reflection Group Monday 6/19
<i>Discipline of Grace</i>, chapters 8 & 9	Reflection Group Monday 6/26
<i>Discipline of Grace</i>, chapters 10 & 11	Reflection Group Monday 7/3
<i>Discipline of Grace</i>, chapters 12 & 13	Reflection Group Monday 7/10
Solitary Prayer Retreat	Reflection Group Monday 7/24
<i>Critical Growth Plan Reflection</i>	Friday 7/28
Field Study Hours Log	Wednesday 8/9
Student Progress Report	Wednesday 8/9
Field Mentor Evaluation	Wednesday 8/9
Spiritual Mentor Reflection (extra credit)	Wednesday 8/9
Complete Course Evaluation	Wednesday 8/9

V. Recommendations for Lifelong Learning

Like a tree, to stop growing is to begin dying. Students can look forward to lives spent strengthening their Core Identity in Christ, building their Christ-like Character, focusing their Calling, and honing their Competencies. And nowhere does this happen more fully, more truly, than in the trenches and crossfire of real-life ministry. It is the goal of this course to help the student begin to form patterns of experiencing, reflecting, and sharing their life and service which will help them continue to learn and grow as followers of Christ and leaders of His people.

VI. Seminary Guidelines

A. ATS Academic Integrity Policy

Ashland Theological Seminary expects each student to uphold the Seminary's core value of academic excellence by contributing to an environment that is both challenging and supportive. In such an environment a student will neither seek nor offer improper assistance. All students have an obligation to be forthright in their academic endeavors and to respect ethical standards. The work that one submits for academic evaluation must be one's own, unless an instructor expressly permits certain types of collaboration. Academic integrity requires that each student will use one's own capabilities to achieve one's fullest potential and will neither offer nor accept aid that is not in keeping with regularly accepted standards of academic integrity. Failure to conform to this conduct shall constitute academic dishonesty. The full Academic Integrity Policy statement may be found in the *Student Handbook*.

B. Seminary Writing Consultation Service

The Seminary Writing Consultation Service can help you brainstorm, draft, and revise your writing assignments in your graduate Seminary classes. Masters-qualified Consultants can advise you online or in person. E-mail your request for assistance to swc_group@ashland.edu Include the following information: Your name, the course # & professor's name, a brief description of the assignment, and your timeline.

For more information, visit: <http://seminary.ashland.edu/services/student-services/seminary-writing-consultation-services>

C. Students with Disabilities

It is Ashland University's goal that learning experiences be as accessible as possible. If you anticipate or experience physical or academic barriers based on a disability, please contact Disability Services at 419-289-5904, or send an email to dservices@ashland.edu. The Disability Services office and the course instructor will work together in order to establish accommodations and to meet your learning needs.

D. ATS Grading Scale

Grade	Percent	Description
A	97-100	Superior achievement of course objectives, diligence and originality, high degree of freedom from error, outstanding evidence of ability to utilize course knowledge, initiative expressed in preparing and completing assignments, positive contributions verbalized in class.
A-	92-96	
B+	89-91	
B	86-88	Good work submitted, commendable achievement of course objectives, some aspects of the course met with excellence, substantial evidence of ability to utilize course material, positive contributions verbalized in class, consistency and thoroughness of work completed.
B-	83-85	
C+	80-82	
C	77-79	Acceptable work completed, satisfactory achievement of course objectives, demonstrating at least some ability to utilize course knowledge, satisfactory class contribution.
C-	74-76	
D+	71-73	
D	68-70	Passing but minimal work, marginal achievement of course objectives, poor performance in comprehension of work submitted, inadequate class contributions.
D-	65-67	
F	Below 65	Unacceptable work resulting in failure to receive class credit, inadequacy of work submitted or of performance and attendance in class.

VII. Selected Bibliography or References

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- Martin, Glen and Toler, Stan. *Survival skills: leading your church in a changing world*. Beacon Hill Press, 2002.
- Stanley, Paul D. and Clinton, J. Robert. *Connecting: the mentoring relationships you need to succeed in life*. Navpress, 1992.
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