Spirituality for Ministers
LIM 820-W01
Loyola Institute for Ministry

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Email: jimoneill1@cox.net

Important! You will be notified by email when your course web site is available (approximately five days before the start date of the course). The course begins on May 23, 2011. Please check your Loyola email account for instructions. Please respond to the instructor’s email when you receive it.

Course Description

This course will discuss the theological foundations of the Christian life and explore how ministry is rooted in and gives expression to the minister’s relationship with God. Students will be invited to reflect on prayer, discernment and spiritual growth in the context of finding God in the midst of ministry. The course will present a holistic spirituality that centers on discipleship and life in the Spirit.

Course Goals

The goals of this course are to:

• to deepen students’ theological understanding, professional competence and practical ministerial skills in the area of spirituality;

• to enable students to critically examine their own beliefs, attitudes, and practices in their relationship with God;

• to help students integrate their religious experience and their ministry; and

• to help students be more effective in planning and facilitating retreats and group prayer sessions, as well as ministering to others as faith companions
Required Readings


Evaluation and Course Requirements

**Participation in Weekly Sessions (50% of Graduate Student evaluation; 100% of CEU evaluation)**

The sessions of this course include assignments for reading, audio segments and discussion questions. These are provided in the Assignments section of the course website. In addition to reading all the materials assigned and listening to assigned audio segments, all students will also be expected to participate in the class discussions by way of the Discussion Board. Participation in class discussions accounts for 50% of the grade for graduate students. CEU credit (100%) is also determined by weekly participation in the discussions and session assignments. Students are asked to read all posts and respond *substantively* to at least three of your colleagues' postings (i.e., more than "I agree." or "I like your ideas." -- say why and include your own reflections on the specific question being addressed, drawing from course materials, and experience). Ideally, each discussion “thread” of the course will become a conversation. Be sure to check responses to your own postings and respond to any questions that others may have posed for you.
Graduate Student Reflective Essay

Graduate students will complete one reflective essay (with three sections), integrating the course material and the student’s ministry experience and research. As in other LIM courses, students should follow the guidelines provided in the Guide to Written Theological Reflection, available at the LIM documents web page, and the MLA Handbook for Writers of Research Papers (latest edition) for proper writing and citation style in reflection papers. The assignment is as follows:

Reflective Essay (50%)

Write a 12 to 15 page essay, addressing the following questions:

From what you have studied and from your own experience, articulate your own spirituality for ministry. How does your ministry flow out of your spirituality and your ministry enrich your spirituality? Describe the significant beliefs, attitudes and practices that shape your spirituality and your ministry. How have your practices, attitudes and beliefs changed because of this course? Finally, how do you envision what you have learned in this course affecting your ministry in the future? Give concrete examples.

Remember to interact with course readings and other materials as you write your reflective essay and follow MLA style for citations (See the LIM Guide to Written Theological Reflection.)

Grading

Please note that the LIM grading scale uses B as the standard for graduate-quality work. A and B+ indicate graduate work done with distinction, with B- and below signifying levels below graduate standards.

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Quality Points</th>
<th>Characteristics of Student Work</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>Work done with distinction. An outstanding use of all four evaluation criteria as a catalyst for critical reflection.</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>Work done with distinction, with a few minor corrections needed.</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>Work of very good quality. The assignment is addressed in an exceptional manner with a good balance of personal insight and academic documentation.</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>The standard for the master’s degree. The assignment is adequately addressed in a</td>
</tr>
<tr>
<td>Grade</td>
<td>Score</td>
<td>Description</td>
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<tr>
<td>B-</td>
<td>2.7</td>
<td>The work is slightly below the standard for master’s level work. The assignment is addressed but a number of corrections are needed to address the assignment in a clear and concise manner. If subsequent work continues at this level, the student may not continue in the degree program.</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>Substandard graduate work. Evaluation criteria are not adequately met in the assignment. Moderate improvement is needed. If subsequent work continues at this level, the student may not continue in the degree program.</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
<td>Less than graduate-level work. Evaluation criteria are not met. If subsequent work continues at this level, the student may not continue in the degree program.</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
<td>Assignment not addressed at all, incomplete assignment, or not sent to Loyola on time</td>
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**Loyola Institute for Ministry Focus Courses**

**General Introduction**

The LIM focus area courses are designed to assist you in developing some depth of perspective, knowledge, and reflection in a specific area of ministry praxis. As you probably know, the Loyola Institute for Ministry offers Focus Courses in eight areas: Pastoral Life and Administration, Small Christian Community Formation, Religion and Ecology, Christian Spirituality for Pastoral Ministry, Marketplace Ministry, Religious Education, Hispanic Ministry and Youth Ministry. These courses were designed as an integral part of the curriculum leading to either the Masters degree or the Certificate in Pastoral Studies or Religious Education. Students may participate in these courses for graduate credit or CEU’s (continuing education units for certificate students).

The focus area courses will ask you to continue to reflect on your ministry/religious education experience in light of the course readings and collateral materials that are provided to you. If the ministry or religious education focus area you have chosen is new to you, we strongly suggest that you find a setting related to your chosen focus area in which you might volunteer to serve. By so doing, you will develop some beginning experiences in that praxis area, and you will be able to test some of your understandings of your experiences against the course materials you are studying.
Format of Online Focus Courses

As in all LIM courses, the strength of our program is the intentional learning community and its ongoing invitation to disciplined conversation. Through the on-line courses you will be part of an intentional learning community that will carry on extended and disciplined conversation by way of the internet. Through the medium of technology you will interact with the instructor and fellow students.

Each focus course provides an outline for eleven sessions, most of which last for one week. The initial week will serve as an orientation and introduction. The following eight weeks will involve your work in reading, listening to audio conversations and input, and discussing the questions listed for that session. The last session will you to conduct an evaluation of the course and will also ask graduate students to post their reflective essays.

Each of the on-line courses will have a set beginning and ending date. For convenience sake, the courses will be divided into session weeks and each week will begin on Monday at noon and conclude the following Monday at noon. The discussions and assigned activities must be completed within that week. Normally, one student will be asked to begin the threaded discussion. We ask that the “lead” student complete his or her initial postings no later than Wednesday of the week and then respond to your colleagues’ postings during the remainder of the week.

The heart of the conversation in these on-line courses will take place by way of a software application called a discussion board. A discussion board is an asynchronous or time-independent application. This means that you will have no set times or schedules of when you must be in class. We do expect that you will come to class three times a week. At that time you will be able to read the comments of your instructor and fellow students and you will be able to share your comments as well.

To participate in these on-line students will need a computer with high-speed internet access. Check requirements: http://library.loyno.edu/browser_check.php. You will also need sound capability in order to listen to the weekly audio segments. (You will need to download the free Quicklinks program to listen to audios, please install the latest version. See the “Plug-in” section of the Resources>General Resources section of the course web site.)

Course Materials and Resources

Course audios are available under each week's session folder. The LIM Guide to Written Theological Reflection is found in the Resources>General Resources section of the course web page. It provides graduate students with a shortened version of the MLA citation style used in LIM reflective essays. In addition to the materials provided, you will need to purchase the required textbooks listed in this syllabus and obtain the web-
based documents for the course. Each focus area course also provides an annotated bibliography that may be used by you in your course research (Resources>Course Resources). You may wish to purchase some of these additional texts for your own library.

**Web Browser**

Blackboard recommends that students and faculty use the Mozilla Firefox web browser. There are some compatibility issues with the Microsoft Explorer web browser. To download the Mozilla Firefox web browser, go to: [http://www.mozilla.com/en-US/products/download.html](http://www.mozilla.com/en-US/products/download.html)

**Obtaining Textbooks**

Please order your required textbooks as early as possible from your local book store, directly from the publisher (this is especially helpful for documents from the U.S. Bishops Conference), or from an internet source such as [www.amazon.com](http://www.amazon.com) or [http://www.barnesandnoble.com](http://www.barnesandnoble.com). Some texts are available only from special sources, so please check any notes listed in the “Required Texts” section of the syllabus.

**Library and Technical Assistance**

Directions on how to use the Loyola library databases and e-books are in the DIY (Do It Yourself) section of the library web site: [http://library.loyno.edu/ask/diy/handouts](http://library.loyno.edu/ask/diy/handouts)

Direct links to handouts and tutorials are also available through the Blackboard course: Resources>General Resources>Library and Blackboard Tutorials. If you encounter any difficulties, you may also connect in live chat with a librarian: [http://library.loyno.edu/ask/ask_librarian_live.php](http://library.loyno.edu/ask/ask_librarian_live.php)

If you have questions about Blackboard, you may:

- Visit the Learning Commons desk at the Monroe Library
- Call our 24/7 Blackboard assistance numbers: **1-866-562-7278**.

Live internet support, a comprehensive collection of Bb FAQs and troubleshooting guides, and animated tutorials on how the system works can be found on the Blackboard Web Support Portal.
To Contact the Loyola Institute for Ministry

Loyola Institute for Ministry
Campus Box 67
6363 St. Charles Avenue
New Orleans, LA 70118

Email: lim@loyno.edu

Phone:
Toll Free in the U.S. and Canada:  1 (800) 777-5469
Toll Free in the U.K. 0800-896-344
OR: (504) 865-3728

For course questions, please contact your instructor directly. The email and contact information is listed in the Faculty section of the Blackboard site.

University Policy

Statement on Intellectual Honesty:  Intellectual honesty is simply acknowledging, through documentation, all those sources that the writer has used in preparing any written work. Plagiarism, the obverse of intellectual honesty, is the use of any form of material, whether written or verbal, without formal indebtedness through documentation. The paraphrasing of any work, either written by other students or found in print or in an electronic form, without acknowledgement, is plagiarism. Not properly identifying the source of a quotation, even though the quotation is enclosed in quotation marks, is also plagiarism. Not only the exact language of a sentence or phrase, but any material falsely presented as one’s own – an ideal, a concept, data, graphs, or a line of argument – constitutes plagiarism. Any material that neither originates with the student nor is common knowledge among educated persons must be formally acknowledged.

It must be remembered that written work stands on its own, not on the intention of the writer. The burden of academic honesty rests on the student, not on the instructor. If students have any doubts about what constitutes plagiarism or what is required, they should inquire before the work is submitted. Otherwise, they open themselves to charges of plagiarism.

The penalties for plagiarism are severe: a student who is found to have plagiarized or to have assisted another student in plagiarizing may be given a failing grade for the course on the first violation; a second offense may result in exclusion or dismissal from the university.
**Statement of Incomplete Grades:** Grades of “I” (incomplete) change to “F” automatically if the course is not completed and the grade changed by the sixth week of the subsequent term, excluding summer terms.

**Disability Statement:** Students with disabilities who believe that they may need accommodations in this class are encouraged to contact the Office of Disability Services at 504-865-2990 as soon as possible to ensure that such accommodations are implemented in a timely fashion.