# Ministerial and Theological Integration Syllabus Seattle University – School of Theology and Ministry

STMM 557 – Fall Quarter 2005 Faculty: Rick Russell

# **Location in Time and Space**

- Our ten Tuesday class dates are September 27; October 4, 11, 18 and 25; November 1, 8, 15, 22 and 29.
- Time is 5:45 p.m. to 8:35 p.m.
- Location is Hunthausen Hall, one of the ground floor seminar rooms.

# **Faculty Information**

- This section is taught by Rev. Dr. Richard "Rick" Russell, SU adjunct faculty. My day job is pastor of Eastgate Congregational United Church of Christ in South Bellevue.
- Easiest contact is by e-mail: myrtos@comcast.net
- Next best is by phone evenings: 206-324-8777. It's fine to call me at home.
- Hardest to catch me: at work Monday through Thursday: 425-746-2411.
- "Office" by appointment only, at SU or elsewhere as arranged.
- Mailbox in the STM office, but I'm only here on Tuesday to check it. My home address is 1820A 23<sup>rd</sup> Avenue, Seattle WA 98122.

#### **Course Information and Requirements**

- Your guide for all three quarters will be the *Manual for Ministerial and Theological Integration*. Though it's available online, you will need to buy or print a paper copy of the whole thing for use in class.
- Required and recommended books for this quarter are listed on p. 21 of *Manual*.
- Grading scheme is explained in your *Manual* (page 29).
- Fall quarter writing assignments are listed on page 2 in this packet.

#### **Participation**

The rich learning experience of this course depends on *full participation* by all students in the group. Your internship work experience, and your reflections on it, are brought to the class through presentations and discussion. Your learning is deepened as you receive feedback from your peers, and as you respond to their experience and reflection. The interplay between individual and group learning is key to the integration this course seeks.

Full participation requires regular and timely attendance. Everyone's learning is diminished if you are absent. Participation includes presentation of your own work, feedback to peers, contributing your share to discussions, honest questioning, prayer, faith sharing, and attentiveness to the group process. Note that participation/group skills and feedback/evaluation together constitute half your grade.

# **Overview of Fall Quarter Assignments**

- 1. Personal and Professional Goals, revised as needed to focus on this first quarter.
- 2. Internship Job Description, including any revisions since you set it up.
- 3. Three papers (using models in your *Manual*, Chapter 6)
  - A. Critical Incident One (2 pages), with Integration/Learning Paper (1 page).
  - B. Critical Incident Two (2 pages), with Integration/Learning Paper (1 page).
  - C. Verbatim (4-6 pages), with Integration/Learning Paper (1 page).
- 4. Marginal comments and feedback on all peer papers, written on your e-mailed copy of the paper, and given to the writer on the day of presentation.
- 5. Required reading, as listed on page 21 of *Manual*.
- 6. Leadership assignments
  - A. Opening prayers and time-keeping for one class session.
  - B. One additional leadership role, assigned at first session.
- 7. One meeting with instructor, sometime in November.
- 8. End of quarter feedback papers (all due at last class session on November 29)
  - A. Self-reflection paper (2-3 pages) to include
    - + Key learnings so far
    - + What Theological Reflection means
    - + Review of your personal and professional goals for the quarter
    - + Assessment of your competencies (on pages 20-21 of the *Manual*)
  - B. On-site Supervisor Feedback Form (Manual p. 87), signed
  - C. Brief feedback statement for each class member and instructor (half page max)
  - D. Half page feedback on internship site so far
  - E. Seattle University faculty evaluation form (completed in class last day)

#### Mechanics of papers, presentations, and feedback

- You are responsible for delivering a copy of your paper to your classmates and instructor via e-mail, no later than 11:59 P.M. on the Sunday preceding your Tuesday presentation.
- Classmates read and write feedback on your paper before class, and bring it to class.
- You present your paper in class. Name central issues/questions, and identify what you want from your peers. Be specific, and manage your time. Listen carefully and non-defensively to the feedback you have requested.
- Collect the annotated copies at the end of your presentation. (Anyone who wants to keep your paper must ask your permission, and make a separate copy. Otherwise they are deleted from all students' computers.)
- Using the oral and written feedback you have received, write a one page Integration/Learning paper to capture your learning.
- Turn in the Integration/Learning paper and all the annotated copies at the next class session after your presentation.

# Class Outlines and Assignments – a work in progress

The following outlines give you most of the information you will need to plan your work for the quarter.

# Session One – September 27

Opening reflection and prayer

Name cards and introductions

The word on the street about MTI, and your questions

What MTI is really about: overview of the Manual and review of syllabus

Creating a group covenant

Pep talk on journaling

Exchange of information forms

Invitation to share contact information. Volunteer to produce & maintain a list?

More questions?

Closing prayer

Sign up for presentation dates and leadership tasks before you leave

#### For next week:

Prepare a ten minute presentation on your internship including time for questions

Bring the latest version of your job description to turn in

Read first three chapters of the *Manual* 

Find out what kind of e-mail attachments you can receive and open

#### Session Two – October 4

| 0 1                                  |                               |        |
|--------------------------------------|-------------------------------|--------|
| Opening reflection and prayer Snack: | Opening reflection and prayer | Snack: |

Revisit group covenant from last week, and revise if needed

Questions on reading, syllabus, etc?

Internship presentations, ten minutes each

Group theological reflection – improvised in class, no preparation allowed

Group process check-up

Exchange e-mail address and attachment information.

Closing prayer

#### For next week:

Prepare your Personal and Professional Goals for this quarter. One of each.

Bring 8 copies with you to class

Read chapter 4 of the Manual.

Get Exchange of Information form signed, and bring it back.

| Session Three – October 11   |                  |
|--|------------------|
| Opening reflection and prayer  | Snack:           |
| Giving and receiving feedback (handout & discussion)                                 |                  |
| Present Personal and Professional Goals (10 minutes each)                            |                  |
| Discussion on triangles, church family systems, pastoral role                        |                  |
| Review Significant or Critical Incident model for next week                          |                  |
| Confirm e-mail arrangements  |                  |
| Turn in Exchange of Information forms  |                  |
| Closing prayer   |                  |
| For next week:   |                  |
| Write Significant or Critical Incident One – copies to all by                        | Sunday.          |
| Read peer papers and make feedback notes. Bring to class.                            |                  |
| Revise your goals if needed and turn in  |                  |
| Begin reading Gula, <i>Ethics in Pastoral Ministry</i> , chapters 1,                 | 2, 4             |
| .,   | ,                |
|  |                  |
| Session Four – October 18  | C1               |
| Opening reflection and prayer  | Snack:           |
| Review of feedback process Present Significant/Critical Incidents (15 minutes each)  |                  |
| · · · · · · · · · · · · · · · · · · ·  |                  |
| Group process check-up Review Verbatim model and review scheduling of presentations. | ions             |
| Individual issues, questions? How is it going?                                       | IOHS             |
| Closing prayer   |                  |
| Closing prayer   |                  |
| For next week:   |                  |
| Write Integration/Learning paper on your Significant/Critica                         |                  |
| Write Significant/Critical Incident Two – copies to all by Su                        | ınday            |
| Read peer papers and make feedback notes. Bring to class                             |                  |
| Finish reading Gula chapters   |                  |
|  |                  |
| Session Five – October 25  |                  |
| Opening reflection and prayer  | Snack:           |
| Present Critical Incidents (15 minutes each)   |                  |
| Gula discussion: power to help, power to hurt, boundaries ar                         | nd relationships |
| Questions about verbatim presentations next week?                                    |                  |
| Schedule mid-quarter individual meetings   |                  |
| Closing prayer   |                  |
| For next week:   |                  |
| Write Integration/Learning paper on Critical Incident Two                            |                  |
| Read two verbatim papers and prepare feedback notes                                  |                  |

| <u>Session Six – November 1</u>  |                   |
|--|-------------------|
| Opening reflection and prayer  | Snack:            |
| Present two verbatims (30 minutes each)  |                   |
|  |                   |
| Gula discussion: sexuality and confidentiality   |                   |
| Group process check-up   |                   |
| Closing prayer   |                   |
| For next week:   |                   |
| Read three verbatim papers and prepare feedback notes  |                   |
| Start reading <i>Method in Ministry</i> (Introduction and chapters 1-4                           | 1)                |
|  |                   |
|  |                   |
| Session Seven – November 8 Opening reflection and prover   | Cmaale            |
| Opening reflection and prayer Present three verbatims (30 minutes each)                          | Snack:            |
| Present times verbatims (30 minutes each)  |                   |
| Book report on Lay Ecclesial Ministry  |                   |
| Discussion of lay and clergy ministry roles in our various denoted                               | minations         |
| Closing prayer   |                   |
|  |                   |
| For next week:   |                   |
| Read three verbatim papers and prepare feedback notes  |                   |
| Finish reading <i>Method in Ministry</i> (Introduction and chapters 1                            | -4)               |
|  |                   |
| Session Eight – November 15  |                   |
| Opening reflection and prayer  | Snack:            |
| Present three verbatims (30 minutes each)  |                   |
|  |                   |
| Book discussion on Method in Ministry  |                   |
| Theological Reflection in practice: how does theory compare to                                   | what we're doing? |
|  |                   |
| For next week:   |                   |
| Read Christian Life Patterns and Let Your Life Speak   |                   |
|  |                   |
| Session Nine – November 22   |                   |
| Opening reflection and prayer  | Snack:            |
| Book group: Christian Life Patterns, Let Your Life Speak.  |                   |
| F fin-1i   |                   |
| For final session:   |                   |
| Finish any remaining written work Prepare end of quarter feedback assignments (page 2 of syllabu | (a)               |
| r repare end or quarter recuback assignments (page 2 or synabu                                   | 10)               |

# <u>Session Ten</u> – November 29

This closing session will be planned by two students and instructor.

It will include sharing of feedback with each other as part of a ritual to end the quarter.

It may include music, poetry, food, and other creative contributions.

You will hand in all final written work, and do the in-class instructor evaluation.

Planning team:

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