

**Dominican School of Philosophy & Theology**  
**Syllabus for FE-1021 & FE-1022 – Field Education, Level I, Parts 1 & 2**  
**Fall 2018 & Spring 2019**  
**Approximately two Wednesdays per month, 2:10 pm – 3:30 pm**  
**(or equivalent, mutually-agreed schedule)**  
**St. Albert Priory SW Conference Room**

**INSTRUCTOR:** Fr. Bryan Kromholtz, OP (DSPT), at DSPT East Building, room 120, available during office hours posted on door or by appointment • 510-883-7151 • bkromholtz@dspt.edu

**COURSE DESCRIPTION:** This course introduces students to the fundamental skills required for supervised ministry. Students will learn processes of theological reflection for ministry and mission. They will develop their understanding of the vocation & mission of the ordained and of the lay faithful in the Church and in the world, in light of Catholic Church teaching. They will also learn fundamental concepts and skills related to evangelization and collaborative ministry. This syllabus covers the two parts of Level I of Field Ed: FE 1021 and FE 1022, spanning the academic year; a passing grade in FE 1021 is a prerequisite for enrollment in FE 1022. Completion of the two courses yields a total of 1.5 units of credit, which is earned over a period of two semesters. FE 1021 is offered at 0.0 units; and FE 1022 is offered at 1.5 units. Students must complete both parts in order to receive the total of 1.5 units.

**COURSE GOALS AND OUTCOMES:** Through this course, students will come to an introductory grasp of certain central issues in the apostolate concerning the sacramental and missionary nature of the Church and her members' participation in it. Students will become better able to apply theological analysis to the apostolates in which they are engaged and to undertake faithful and creative efforts to improve their fruitfulness. They will also become better able (1) to apply their theological learning in an integrative way; (2) to seek actively the insights of others for their mission; (3) to develop the habit of theological reflection for their apostolates; and (4) to become a collaborative leader in ministry.

Specifically, upon successful completion of the course, students will be better able (referring to the relevant DSPT MDiv Program Outcomes named by terms in underlined italics, listed at the end of this syllabus):

- to understand and to describe the Church's missionary nature and their place in it as those to be ordained, with reference to the Church's official teaching (communicating, theological evaluation);
- to exercise basic skills of the apostolate (in a parish, in a campus ministry, in various settings on an itinerant basis, or in other contexts) consistent with their formation community's charism, tradition, and practices (responsibility, teamwork, Church uniting);
- to engage in theological reflection upon their assigned apostolate and upon their own ecclesial apostolic identity (communicating, theological evaluation);
- to use resources to document & communicate their learning about these areas (communicating, theological evaluation).

**FORMAT:** Lecture, discussion, and group theological reflection, along with a supervised apostolic assignment on a part-time basis (averaging approximately 1.5 to 3 hours per week).

**CLASS DATES AND TIMES:** Dates and times are to be arranged during the first course meeting, on the first Wednesday of the semester (at **2:10 pm**, St. Albert Priory Southwest Conference Room, unless otherwise arranged). Most class sessions will occur on Wednesdays, approximately twice per month, at a mutually agreeable time, for a total of fifteen (15) sessions over the two semesters. Some meetings are to be held at other mutually convenient times, depending on the availability of guest lecturers/experts. Students should be prepared to meet on any Wednesday afternoon (after 1 pm) when school is in session; likewise, participation in the Apostolic Assignment normally occurs only during weeks of the academic year in which school is in session (although some assignments call for activity outside those times).

**INTENDED STUDENT PARTICIPANTS:** This is an introductory-level Master's course, intended only for DSPT MDiv students who are approved clerical candidates for ordination to the Roman Catholic presbyterate. The course is to be taken on a **Pass/Fail** basis by all participants.

**ASSIGNMENTS AND OTHER REQUIRED ACTIVITIES:** For this course (lasting through both Fall and Spring semesters), each student must:

- Read, and prepare to discuss, **assigned texts** in advance of each class session;
- Actively participate in each **class session**, whether with the Instructor or with Guest Experts;
- Participate in an **Apostolic Assignment** with an On-Site Supervisor (both being selected under the direction of the appropriate superior/director from the student's Primary Formation Community);
- Begin and maintain a personal Field Education **Electronic Portfolio**, following the Field Education Checklist, in which are gathered electronic copies of the annual Learning Contract, Final Evaluation, and Self-Assessment (eventually containing one of each for each of the four years in Field Education), Theological Reflections, Apostolic Skill Module Documentation Sheets for all completed modules, and the Checklist itself;

As implied above, certain written assignments are required; thus, each student must:

- (a) Complete a **Learning Contract** for the Apostolic Assignment (according to the form to be issued to the student by the Instructor), in consultation with the On-Site Supervisor, to be used as a guide and evaluative tool in the course;
- (b) Write **three Theological Reflection Papers**, one in the 1<sup>st</sup> semester and **two** in the 2<sup>nd</sup> semester, according to a format to be explained in class, concerning their apostolate, to be agreed upon with the Instructor (each due at **2 pm** on the **Monday** before the class on which they are to be discussed);
- (c) Complete at least **four Apostolic Skill Modules** (ASMs), with a Documentation

Sheet (in electronic form), according to a format to be explained in class, for the apostolic skills delineated in the Field Education Checklist, to be agreed upon with the Instructor (an ASM is to be completed at least for each presentation arranged through the course);

(d) Facilitate the On-site Supervisor's **Final Evaluation** of the student's Apostolic Assignment;

(e) Complete a **Final Self-Assessment** of that Apostolic Assignment.

All these documents are to be completed using the corresponding template and/or instructions to be issued to the student by the Instructor. The student must satisfactorily complete **each** of the above elements to receive a passing grade for the course. Each written assignment submitted (by computer copy, with the **filename beginning with the student's surname**) must include within it the student's name, date, course number and title, Instructor's name, and title of assignment. They are normally to be submitted by **2 pm on the Monday** of the week in which they are due. **Due dates** are listed in the Plan for the Semester, below.

### REQUIRED TEXTS FOR COURSE

Catholic Church, The. *Catechism Of The Catholic Church*. Vatican City: Libreria Editrice Vaticana; Washington, DC: United States Catholic Conference, 2000.

———. *The Code of Canon Law: Latin-English Edition*. Washington, DC: Canon Law Society of America, 1983.

Catholic Church, The [Vatican Council II]. *Ad Gentes: Decree on the Missionary Activity of the Church* (7 Dec 1965). AAS 58 (1966): 947-990.

———. *Apostolicam Actuositatem: Decree on the Apostolate of Lay People* (18 Nov 1965). AAS 58 (1966) 837-864.

———. *Christus Dominus: Decree on the Pastoral Office of Bishops in the Church* (28 October 1965). AAS 58 (1966): 673-696.

———. *Dei Verbum: The Dogmatic Constitution on Divine Revelation* (18 Nov 1965). AAS 58 (1966): 817-836.

———. *Gaudium et Spes: Pastoral Constitution on the Church in the Modern World* (7 December 1965). AAS 58 (1966): 1025-1120.

———. *Lumen Gentium: Dogmatic Constitution on the Church*. AAS 57 (1965): 5-112.

———. *Presbyterorum Ordinis: Decree on the Ministry and Life of Priests* (7 Dec 1965). AAS 58 (1966): 991-1024.

Congregation for the Doctrine of the Faith, The. *Doctrinal Note on Some Aspects of Evangelization* (3 Dec 2007). AAS 100 (2008): 489-504.

Congregation for the Clergy, The. *The Gift of the Priestly Vocation: Ratio Fundamentalis Institutionis Sacerdotalis*. Vatican City: L'Osservatore Romano, 8 Dec 2016.

Garrido, Ann, and Patricia Walter [OP]. "Complete Joy: Theological Reflection in a Dominican School." In *Towards the Intelligent Use of Liberty: Dominican Approaches in Education*,

- 2<sup>nd</sup> rev. ed., edited by Gabrielle Kelly [OP] and Kevin Saunders [OP], 103-113. Dominican Series. Adelaide, Australia: ATF Press, 2014. [to be distributed in class]
- Pope Benedict XVI. *Verbum Domini: On the Word of God in the Life and Mission of the Church*. Post-Synodal Apostolic Exhortation (30 Sept 2010). AAS 102 (2010): 681-787.
- Pope Francis. *Evangelii Gaudium: On the Proclamation of the Gospel in Today's World*. Post-Synodal Apostolic Exhortation (24 Nov 2013). AAS 105 (2013): 1019-1137.
- Pope John Paul II. *Christifideles Laici: On the Vocation and the Mission of the Lay Faithful in the Church and in the World*. Post-Synodal Apostolic Exhortation (30 Dec 1988). AAS 81 (1989): 393-521.
- . *Ecclesia de Eucharistia: On the Eucharist in its Relationship to the Church*. Encyclical Letter (17 Apr 2003). AAS 95 (2003): 433-475.
- . *Redemptoris Missio: On the Permanent Validity of the Church's Missionary Mandate*. Encyclical Letter (7 Dec 1990). AAS 83 (1991): 249-340.
- . *Pastores Dabo Vobis*. Post-Synodal Apostolic Exhortation (25 Mar 1992). AAS 84 (1992): 657-864.
- Pope Paul VI, *Evangelii Nuntiandi: Evangelization in the Modern World*. Post-Synodal Apostolic Exhortation (8 Dec 1975). AAS 68 (1976): 5-76.
- Simon, William E., Jr. *Great Catholic Parishes: A Living Mosaic: How Four Essential Practices Make Them Thrive*. Notre Dame, IN: Ave Maria Press, 2016. [\$15/\$10; 978-1594714177]\*
- Thomas Aquinas. *Summa theologiae*. 5 vols., ed. Institutum Studiorum Medievalium Ottaviensis. Ottawa: Studium Generale O.P., 1945. In English: *Summa Theologica*. 3 vols. Translated by Fathers of the English Dominican Province. Rev. ed. New York: Benziger, 1920 (reprint, 1947-48). [other translations acceptable]
- Vincentian Center for Church and Society, The. *A Concise Guide to Catholic Church Management*. The Concise Guide Series. Notre Dame, IN: Ave Maria Press, 2010. [\$21/\$17; ISBN: 978-1-59471-227-2]\*

*Note that only a work marked with an asterisk (\*) should require any purchase, since all other titles are available online (or will be distributed in class). All prices listed are as found at bookfinder.com (new/used, shipping included); prices may vary considerably. In addition to the texts shown above, the Instructor will distribute certain texts in class, at his discretion, for study and discussion. At the Instructor's discretion, additional readings may be assigned as the course progresses, depending on the students' needs or interests, or other considerations.*

### **Other Texts of Note**

- Boguslawski, Steven, and Ralph Martin, eds. *The New Evangelization: Overcoming the Obstacles*. New York: Paulist Press, 2008.
- Holmes, Paul A., ed. *A Pastor's Toolbox: Management Skills for Parish Leadership*. Colleagueville, MN: Liturgical Press, 2014. [978-0814638088; \$16/\$6]

- . *A Pastor's Toolbox 2: More Management Skills for Parish Leadership*. Collegeville, MN: Liturgical Press, 2017. [978-0814646700; \$17/\$16]
- Ippolito, Joseph, Mark Latkovitch, and Joyce Mallon-Smith. *In Fulfillment of Their Mission: The Duties and Tasks of a Roman Catholic Priest*. Washington, DC: National Catholic Education Association, 2008.
- Mallon, James. *Divine Renovation: Bringing Your Parish from Maintenance to Mission*. New London, CT: Twenty-Third Publications, 2014. [978-1627850384; \$14/\$12]\*
- United States Conference of Catholic Bishops. *Program of Priestly Formation*. 5<sup>th</sup> Edition. Washington, DC: USCCB, 2008.
- United States Conference of Catholic Bishops. *Coworkers in the Vineyard of the Lord: A Resource for Guiding the Development of Lay Ecclesial Ministry*. Washington, DC: USCCB, 2005.
- Weddell, Sherry A. *Forming Intentional Disciples: The Path to Knowing and Following Jesus*. Huntington, IN: Our Sunday Visitor Press, 2012. [\$9/\$9; ISBN: 978-1-61278-590-5]
- White, Michael, and Tom Corcoran. *Rebuilt: Awakening the Faithful, Reaching the Lost, and Making Church Matter*. Notre Dame, IN: Ave Maria Press, 2013. [\$9/\$4; 978-1594713866]

## CLASSES WITH ASSIGNMENTS

*Particular dates and times are to be agreed upon in class; some readings may be assigned in addition to or in substitution for some of the assignments, for particular circumstances, such as preparing for guest speakers:*

Date	Session # with Assignments
	<b>Session 1:</b> Course Introduction
	<b>Session 2:</b> <i>Lumen Gentium</i> nos. 1-17 (i.e., chaps. I & II) [optional: all]; <i>Ad Gentes</i> , nos. 1-18 (i.e., Intro & chaps. I & II) [optional: all]; <i>Pastores Dabo Vobis</i> , nos. 57-59 [optional: all]; <i>PPF</i> , nos. 236-255
	<b>Session 3:</b> <i>Dei Verbum</i> , chaps I-II, nos. 1-10 (opt.: all); <b>Learning Contract due before the end of September.</b>
	<b>Session 4:</b> <i>Evangelii Nuntiandi</i> , nos. 1-24 (opt.: all); Garrido & Walter, “Complete Joy: Theological Reflection in a Dominican School”
	<b>Session 5:</b> Pope St. John Paul II, <i>Redemptoris Missio</i> , nos. 1-60 (opt.: all); CDF, <i>Doctrinal Note on Some Aspects of Evangelization</i> (2007), all
	<b>Session 6:</b> Pope Francis, <i>Evangelii Gaudium</i> , Intro & chaps. 1-3, nos. 1-175 (esp. Intro & chap. 1); Review <b>1<sup>st</sup> Theological Reflection (due the previous Monday)</b>
	<b>Session 7:</b> Pope Francis, <i>Evangelii Gaudium</i> , chaps. 4-5, nos. 176-288. ( <i>Class also to meet with Parish Ministers (Oct.) and Campus Ministers (Nov.)</i> )
	<b>Final Day of Fall Semester (not a class period): two ASMs due.</b>
	<b>Session 8:</b> Update on ministries. Vincentian Center, Preface and chapters 1-2, pp. 1-40.
	<b>Session 9:</b> Vincentian Center, chapters 3-5, pp. 41-104.
	<b>Session 10:</b> Update on ministries, as needed; review <b>2<sup>nd</sup> Theological Reflection (due the previous Monday)</b> .
	<b>Session 11:</b> Simon, Front matter and Parts I & II, pp. i-96.
	<b>Session 12:</b> Simon, Parts III & IV, and appendices, pp. 97-188.
	<b>Session 13:</b> Update on ministries, as needed; review <b>3<sup>rd</sup> Theological Reflection (due the previous Monday)</b> .
	<b>Session 14:</b> Review your notes from Pastoral Counseling class on mandatory reporting requirements and self-care. Make-up day if needed, or class-chosen topic (if possible).
	<b>Session 15:</b> Make-up day if needed, or class-chosen topic (if possible).
	<b>Final Day of Spring Semester (not a class period): All materials due (including the Final Apostolic Evaluation and two more ASMs).</b>

## GRADING CRITERIA FOR A THEOLOGICAL REFLECTION IN FIELD EDUCATION

<b>Style</b>	<b>U - course standards achieved Unsatisfactorily</b>	<b>S - course standards achieved Satisfactorily</b>	<b>E – course standards achieved w/ Excellence</b>
<b>S-1. Grammar, Spelling, etc. (GS&amp;c)</b>	Student makes many errors in GS&c that distract the reader from the content.	Student makes very few errors in GS&c that distract the reader from the content.	Student makes no errors in GS&c that distract the reader from the content.
<b>S-2. Sentence Structure</b>	Several sentences are unclear or are not well-constructed.	Nearly all sentences are clear and well-constructed.	All sentences are clear and well-constructed.
<b>Parts</b>	<b>U - course standards achieved Unsatisfactorily</b>	<b>S - course standards achieved Satisfactorily</b>	<b>E – course standards achieved w/ Excellence</b>
<b>P-1a. Situation</b>	Student does not adequately describe the situation to be considered, or omits important details.	Student adequately describes the situation to be considered, with enough relevant detail.	Student clearly describes the situation to be considered, with all relevant detail.
<b>P-1b. Past Response</b>	Student does not adequately describe his response to the situation.	Student adequately describes his response to the situation.	Student clearly and/or extensively describes his response to the situation.
<b>P-2a. Theological Sources</b>	Student fails to mention any theological sources that may shed light on the situation.	Student mentions theological sources that apply to the situation (Scripture, Magisterium, theologians, etc.).	Student draws extensively or particularly astutely from theological sources that apply to the situation.
<b>P-2b. Theological Analysis</b>	Student fails to offer any theological analysis.	Student offers some theological analysis for the situation.	Student offers an astute theological analysis of the situation.
<b>P-3. Future Apostolic Response</b>	If applicable, student fails to mention whether any future apostolic response would be possible.	If applicable, student mentions whether any future apostolic response would be possible.	If applicable, student offers a considerable reflection on a possible future apostolic response.
<b>P-4. Learning</b>	Student does not include learning about (a) self, (b) relation to others, and/or (c) the apostolate, where applicable.	Student includes learning about (a) self, (b) relation to others, and/or (c) the apostolate, where applicable.	Student includes considerable learning about (a) self, (b) relation to others, and/or (c) the apostolate, where applicable.

Grades for theological reflections are assigned as follows:

<b>Grade</b>	<b>General Description</b>	<b>Grading Criteria</b>
Pass +	There is an extensive and intensive engagement with the assignment, with no parts missing.	mostly “E”s & no “U”s
Pass	There is an adequate engagement with the assignment, with enough essential parts present for a coherent reflection.	no more than one “U”, few or no “E”s
Fail	There is a failure to execute the most basic elements of the assignment.	more than one “U” (or no work submitted)

An analogous manner of grading is used for other assignments for this course.

## DSPT MDiv PROGRAM OUTCOMES

By the end of the MDiv program, students will demonstrate ministerial and pastoral competency through the ability:

MDivO-1 (*communicating*): to communicate simply, accurately, and effectively the theological tradition of the Roman Catholic Church through preaching, teaching, and writing;

MDivO-2 (*preaching*): to preach in a manner that is grounded in scholarly methods of biblical interpretation, and is doctrinally sound, pastorally focused, and rhetorically effective;

MDivO-3 (*theological evaluation*): to analyze, assess, and critique theological perspectives through scriptural, historical, and systematic theological methods, and to assist others in doing the same;

MDivO-4 (*responsibility*): to fulfill their responsibilities with the moral, intellectual, psychological, and emotional maturity that grounds vigorous discipleship of Christ and priestly service to others;

MDivO-5 (*prayer leading*): to lead a faith community in prayer, worship and theological reflection, centered on the Eucharist, respecting both the liturgical tradition of the Church and the pastoral needs of the local community;

MDivO-6 (*ethics application*): to apply the principles of the moral theology of St. Thomas Aquinas to pastoral situations in general and confessional situations in particular;

MDivO-7 (*teamwork*): to lead and to work collaboratively with others in a just, charitable, and generous manner, respecting the relevant cultural, social, and ecclesial circumstances, all the while maintaining professional, ethical boundaries;

MDivO-8 (*Church uniting*): to foster Church communion, demonstrated through personal and liturgical prayer, regular observance, and life in community.

(Each term labeling its respective outcome, underlined in italics, is my own.)