

ST. PETER'S SEMINARY / KING'S UNIVERSITY COLLEGE
at The University of Western Ontario
Fall and Winter Semesters / 2024-2025

COURSE INFORMATION:

Field Education, 5281 – Sacramental Ministry

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Office Hours: Tuesday – Thursday, 9:00 a.m. – 5:00 p.m.

Note: Theological Reflection Gatherings: Monday mornings as outlined below, Room 147.

Mode of Instruction: In-person.

REQUIRED TEXT!

The Art of Theological Reflection by Patricia O'Connell Killen and John de Beer. The Crossroad Publishing Company, N.Y., 1994.

OPTIONAL TEXT

Surprised by God by Christina R. Zaker. Rowman & Littlefield, Lanham, Maryland, 2020.

A. COURSE DESCRIPTION

Theology II students will have the opportunity to journey through *Alpha*, accompany an R.C.I.A. group, or assist in the formation of elementary school students preparing for First Penance, First Holy Communion, or Confirmation. Working with the Director of Field Education, students will choose the parish or school at which they hope to minister. A Placement Supervisor will be assigned. *Seminarians will be associated with the Family of Parishes at which they are ministering and will attend the Masses at the assigned parish on the designated weekends.* The Director of Field Education will work with the Pastor / Parish Administrator or Lay Ecclesial Minister / Teacher who is overseeing sacramental preparation in the parish or school, and who will supervise the theology student(s). The desired outcome of this ministry for the theology student is to work collaboratively with the catechist, teacher, or R.C.I.A. facilitator, and to assist in the catechetical instruction of students or R.C.I.A. candidates and/or catechumens.

Theological Reflection Seminar and Gatherings

In addition, monthly Theological Reflection Gatherings, as scheduled below, will be held allowing the student to come to a deeper understanding of the practical and spiritual benefits of this tradition. Opportunities will be given to apply Theological Reflection in both the written and spoken forms.

NEW: Prior to the monthly Gatherings, all students are required to submit, online, a short narrative which will be shared with your colleagues. Further directives will be given at the FE 5281 Orientation Session on Wednesday, September 4th, at 1:00 p.m. in Room 207, and at the Theological Reflection Seminar on Monday, September 9th, 9:30 – 11:30 a.m., Room 143 (should you opt to attend).

B. GOALS

This course will assist students to grow in the following knowledge, skills, and attitudes:

Knowledge:

1. understand the responsibility of bringing the faith to young people, catechumens, candidates
2. develop comfort in teaching the faith in the various settings
3. discover various methods of communication with young people, those seeking to grow in faith, and placement supervisors
4. comprehend issues of ethics when ministering

Skills:

1. exercise conversation and dialogue skills with various age groups
2. experience opportunities to teach the faith in a public setting
3. develop skills in ministry of presence and intentional listening
4. implement various ways of engaging young people or adults in discussing the faith
5. identify and exercise professional responsibilities in ministry
6. develop methods of interacting with various age groups
7. acquire skills for co-responsible ministry
8. practice theological reflection

Attitudes:

1. celebrate the diversity of those to whom you will minister
2. appreciate the various teaching methods experienced
3. develop an openness to new ideas, respect for others, and hospitality
4. reflect on one's own perceptions about growth in spiritual life

C. MODE OF EVALUATION: Pass or Fail

The student is evaluated by the Placement Supervisor as well as by the Director of Field Education. To receive a Pass, the requirements are:

1. Weekly attendance to site of placement
2. Attendance at and active participation in the monthly Theological Reflection Gatherings
3. **NEW: Timely submission of the short monthly Reflection Narrative**
4. Timely submission of Theological Reflection Papers
5. Completion and submission of the *Student Learning Contract*

Neglecting any or all these requirements will result in a Fail.

D. COURSE REQUIREMENTS

1. **Weekly Parish or School Visits** as outlined below.
2. **Theological Reflection Seminars / Gatherings:**
 - Opening Seminar: Monday, September 12th, 9:30 a.m. – 12:00 noon – **Theology I Seminarians and Lay Students taking a Field Education course for the first time must be in attendance; those enrolled in Field Education 5281 and 5482 are welcomed to attend this session; Room 143.**

Monday mornings, 9:30 a.m. – 12:00 noon; Room 147

- October 21st
- November 18th
- January 27th
- February 24th
- March 17th

3. **Student Learning Contract:** Identifying the areas of needed personal, pastoral, and professional growth, the student is to complete the “Objectives” and “How this will be accomplished” sections in dialogue with the Placement Supervisor. ***This should be completed within the first few weeks of your ministry and a copy submitted to the Director of Field Education no later than Monday, September 30th.***
 - Once completed, arrange a meeting to review the Objectives with the Director of Field Education.
4. **Release of Information Form** is to be completed and submitted to the Director of Field Education at the Orientation Session.
5. **Assignments:**

NEW: Three days prior to each Theological Reflection Gathering, each student is to submit, electronically, a short narrative outlining briefly the experience they had been reflecting on theologically. This will be shared with your colleagues for read prior to the Gathering.

Each student is responsible for two Theological Reflections papers, one per semester (2-3 pages). These are to be submitted on the OWL Brightspace site.

- **First Semester:** Submit anytime between Monday, November 18th and Thursday, December 5, 2024.
- **Second Semester:** Submit anytime between Monday, March 17th and Friday, April 4, 2025.

If requested, an extension may be granted.

Late submissions without requesting and obtaining an extension will receive a FAIL.

E. STRUCTURE OF THE COURSE

Please note, other than Theological Reflection Seminars, date shown indicates week of ...

Monday, September 9th (Week 1)

Theological Reflection Seminar

All FE5181 students must attend, along with Lay Students enrolling in a Field Education course for the first time. Those enrolled in FE5281 and FE5482 are welcome to attend.

September 16th, 23rd, 30th (Weeks 2, 3, and 4)

Parish / School Visits

October 7th (Week 5)

Parish / School Visits

October 14th (Week 6)

Fall Reading Week

Monday, October 21st (Week 7) 9:30 a.m. – 12:00 noon

Theological Reflection Gathering

October 28th (Week 8)	Parish / School Visits
November 4th, 11th (Weeks 9 and 10)	Parish / School Visits
Monday, November 18th (Week 11) 9:30 a.m. – 12:00 noon	<i>Theological Reflection Gathering</i>
November 25th (Week 12)	Parish / School Visits
December 2nd (Week 13)	Parish / School Visits

➤ ***Theological Reflection Paper Due Thursday, December 5, 2024.***

SECOND SEMESTER

January 6th, 13th, 20th (Weeks 14, 15, and 16)	Parish / School Visits
Monday, January 27th (Week 17) 9:30 a.m. – 12:00 noon	<i>Theological Reflection Gathering</i>
February 3rd, 10th (Weeks 18 and 19)	Parish / School Visits
February 17th (Week 20)	<i>Winter Reading Week</i>
Monday, February 24th (Week 21) 9:30 a.m. – 12:00 noon	<i>Theological Reflection Gathering</i>
March 3rd, 10th (Weeks 22 and 23)	Parish / School Visits
Monday, March 17th (Week 24) 9:30 a.m. – 12:00 noon	<i>Theological Reflection Gathering</i>
March 24th, 31st (Weeks 25 and 26)	Parish / School Visits

➤ ***Theological Reflection Paper Due Friday, April 4, 2025***

F. UNIVERSITY REGULATIONS AND SUPPORT SERVICES

Students are responsible for knowing the University's academic policies and regulations and any particularities of their own course of study. Ignorance of these policies is not an excuse for any violation thereof. The following policies are particularly important to note:

Accommodations for Tests/Examinations: Academic Accommodation

Students with disabilities work with Accessibility Services which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf.

Students are responsible for seeking accommodation with appropriate documentation, prior to writing tests/examinations, if they are of the view that their performance may be affected by extenuating circumstances. **All students requiring academic accommodation for tests and examinations must use the services offered through King's University College.**

How to Request Academic Accommodation – King's Students:

<https://www.kings.uwo.ca/current-students/courses-enrolment/exams-and-tests/medical-accommodation/>

Accommodation for Religious/Spiritual Observances

Students must notify instructors of the need for accommodation at least two weeks in advance of the date of recognized religious/spiritual observance. Please see the University-approved list of recognized religious and spiritual observances:

<https://multiculturalcalendar.com/ecal/index.php?s=c-univwo>. For accommodations for religious/spiritual observances not listed by the University, students should consult with Academic Advising.

For Western University policy on Consideration for Student Absence, see

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration.pdf

For the Student Medical Certificate (SMC), see:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

Scholastic Offences: Scholastic offences are taken seriously, and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following web site:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

Academic Integrity: Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf

Class-specific policy on AI (e.g., Chat GPT). Within this course, the use of artificial intelligence (AI) tools such as Chat GPT is **not permitted** for written work submitted for evaluation. Unauthorized use of AI will be subject to academic discipline.

Notice of Turnitin: All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>). Please note that Turnitin analysis now includes AI detection.

Copyright re: Course Material: Lectures and course materials, including PowerPoint presentations, tests, outlines, and similar materials are protected by copyright. Faculty Members are the exclusive owners of copyright in those materials they create. Students may take notes and make copies for their own use. Students may not allow others to reproduce or distribute lecture notes and course materials publicly (whether or not a fee is charged) without the express written consent of a Faculty Member. Similarly, students own copyright in their own original papers and exam essays. If a faculty member is interested in posting a student's answers or papers on the course website, he/she should ask for the student's written permission. (Commercial use of Course material - <http://umd.edu/legal/commercial.html>)

Scholarly Citation: According to the policy adopted by the faculty of St. Peter's Seminary, all citations, references and bibliographies in written assignments are to follow the formatting prescribed in the Chicago Manual of Style. Footnotes are to be used, rather than author-date references in the body of the text. Please review and consult the summary provided by Kenrick-Glennon Seminary at <https://www.kenrick.edu/wp-content/uploads/Guide-to-Academic-Papers-and-Citations.pdf> for further information.

Submission of Assignments: It is the responsibility of the student to organize his or her work so that the assignments are completed on time. A penalty of a FAIL or 10% of the value of the assignment will be deducted for each day it is overdue without permission.

Students who are unable to hand in assignments or take examinations for legitimate reasons must consult with the instructor. If the reason is medical, students may be required to provide a note from a doctor. Ordinarily, all assignments and exams will be made up at a later date. In certain circumstances, the final grading scheme may be re-weighted if the missed assignment is of a low weight.

Selection and Registration of Courses: Students are responsible for ensuring that their selection of courses is appropriate and accurately recorded, that all prerequisite course(s) have been successfully completed, and that they are aware of any anti-requisite course(s) that they have taken.

Classroom Conduct: Students are expected to conduct themselves with respect for everyone and with professionalism in all classroom activities. Laptops and other electronic devices may be used for classroom academic activities only. The use of such devices must always be in accord with the common good of the whole learning community as specified by the instructor. The instructor may choose at any time to limit their use for instructional purposes or because of the disruptive use of such devices.

You are not allowed to have a cell phone, or any other electronic device, with you during tests or examinations.

Support Services:

Accessibility, Counselling, and Student Development at King's University College:
<https://www.kings.uwo.ca/current-students/student-services/>

Students experiencing emotional or mental health distress can access services at King's University College: <http://www.kings.uwo.ca/current-students/campus-services/student-support-services/personal-counselling/>

MentalHealth@Western provides a complete list of options about how to obtain help: https://www.uwo.ca/health/mental_wellbeing/

Academic Support Services at King's University College: <https://www.kings.uwo.ca/current-students/academic-resources/>

King's is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at: <https://www.kings.uwo.ca/about-kings/safe-campus/gender-and-sexual-violence/>

Students can connect with King's Campus and Community Social Worker (Emily Carrothers): <https://www.kings.uwo.ca/current-students/student-affairs/campus-and-community-social-worker/>

See also https://www.uwo.ca/health/student_support/survivor_support/get-help.html

University Students' Council offers many valuable support services for students, including the health insurance plan: <http://westernusc.ca/services/>

G. SELECT BIBLIOGRAPHY on THEOLOGICAL REFLECTION

Bevans, Stephen B. *Models of Contextual Theology*. 2002: Maryknoll, N.Y., Orbis Books.

De Bary, Edward O. *Theological Reflection: The Creation of Spiritual Power in the Information Age*. 2003: Liturgical Press, Collegeville, MN.

Killen, Patricia O'Connell and John de Beer. *The Art of Theological Reflection*. 1994: The Crossroad Publishing Company, N.Y. **(Course Text)**

Kinast, Robert L. *What Are They Saying About Theological Reflection?* 2000: Paulist Press, Mahwah, N.J.

McAlpin, Kathleen. *Ministry That Transforms: A Contemplative Process of Theological Reflection*. 2009: Liturgical Press, Collegeville, MN.


Nouwen, Henri J. M. *In The Name of Jesus: Reflections on Christian Leadership*. 1989: The Crossroad Publishing Company, N.Y.

Walton, Heather. *Writing Methods in Theological Reflection*. 2014: SCM Press, London, UK.

Whitehead, James D. and Evelyn E. Whitehead. *Method in Ministry: Theological Reflection and Christian Ministry*. 1999: Sheed & Ward, Franklin, WI.

Zaker, Christina R. *Surprised by God: Teaching Reflection Through the Parables*. 2020: The Rowman & Littlefield Publishing Group, Inc., Lanham, MD.

*This list in no way exhausts the writing which has been done on Theological Reflection.
Check your local library.*



THEOLOGICAL REFLECTION is a way of doing theology that starts from the experiences of life and leads to searching in faith, for deeper meaning, and for the living God. However, it is deciding how to live out this reflective search that is the critical intention of the process of theological reflection.

Kathleen McAlpin

Ministry that Transforms: A Contemplative Process of Theological Reflection, p. 7.