Dominican School of Philosophy & Theology
Syllabus for FE-3021 & FE-3022 – Field Education, Level III, Parts 1 & 2
Fall 2021 & Spring 2022
One meeting per semester, 1st Wed. in Nov. & 3rd Wed. in March
Periodic conferral with Instructor

INSTRUCTOR (FIELD ED COORDINATOR): Fr. Bryan Kromholtz, OP (DSPT), at DSPT West Building, Office 1. I am often in my DSPT office, but I am best reached by appointment; contact me at bkromholtz@dspt.edu. Please do not expect an immediate response to emails. You will ordinarily receive a response within two school days. Responses are not ordinarily provided on weekends.

COURSE DESCRIPTION: Through a two-semester apostolic placement, students will deepen their engagement in (a) fundamental skills required for supervised ministry, (b) theological reflection for ministry and mission, (c) their understanding of the vocation & mission of the ordained & laity in the Church and world, in light of Catholic teaching, and (d) fundamental concepts and skills related to evangelization and collaborative ministry. This syllabus covers the first half of a four-part series of Level III Field Ed courses, divided into four parts, FE 3021, FE 3022, FE 3023, and FE 3024, spanning four semesters over two years’ time; each part is a prerequisite for the subsequent part. Completion of the four parts yields a total of 1.5 units of credit, which is earned over a period of four semesters. FE 3021, FE 3022, and FE 3023 are offered at 0.0 units, while FE 3024 is offered at 1.5 units. Students must complete all four parts in order to receive the total of 1.5 units. FE-2021 and FE-2022 are normally prerequisites for this course.

COURSE GOALS AND OUTCOMES: Through this course, students will acquire a deeper and broader grasp of the Church’s apostolate, her members’ participation in it, and their own ecclesial identity. 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 to apply their theological learning in an integrative way; to develop the habit of theological reflection for their apostolates; to be a collaborative leader in ministry; and to seek out the insights of others for their mission. Specifically, upon successful completion of the course, students will be better able:

(Course Outcome 1) to apply their theological learning in an integrative way by exercising 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 religious institute’s charism, tradition, and practices;

(Course Outcome 2) to engage in theological reflection upon their assigned apostolate and upon their own ecclesial apostolic identity in relation to it;

(Course Outcome 3) to use resources to document & communicate their learning about the apostolate;

(Course Outcome 4) to develop enhancements &/or innovations for their assigned apostolate (with consultation and approval of the On-Site Supervisor), and to evaluate their effectiveness.
The Instructor will assess each student’s achievement of these course outcomes through the student’s participation in an Apostolic Assignment and completion of (A) the Learning Contract, (B) Theological Reflection Papers, (C) Apostolic Skill Modules, (D) the Final Evaluation, and (E) the Final Self-Assessment (all described below under “Assignments and Other Required Activities”). The “Appendix: Course & Curricular Outcomes Table” at the end of this syllabus relates these outcomes and assessment activities to both the DSPT Institutional Goals and the MDiv Program Outcomes.

**FORMAT:** A supervised ministry placement, approved by the Field Ed Coordinator and the student’s religious institute, normally involving 1.5-3.0 hours per week, with occasional individual meetings (Individual Sessions) with the Field Ed Coordinator and at least two meetings involving all students in the course (Plenary Sessions).

**CLASS DATES AND TIMES:** 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). There will be two meetings including all students in the course with the Field Ed Coordinator (Plenary Sessions) during the year, to be arranged by the Field Ed Coordinator. The first usually includes a meeting to share experience of Internship/full-time apostolate with students of FE-1021 and with one another. Typically, these meetings occur on the 1st Wednesday in November (with students of FE-1021) and the 3rd Wednesday in March (with students of FE-3024). Periodic individual communications with the Field Ed Coordinator are also to be expected.

**INTENDED STUDENT PARTICIPANTS:** This course is for DSPT MDiv students who are approved clerical candidates for ordination to the Roman Catholic presbyterate, and who have completed Field Ed I and Field Ed II at DSPT. 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:

- Attend all **Plenary and Individual Sessions** with the Field Ed Coordinator;
- 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 religious institute);
- 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;
- Cooperate with the On-Site Supervisor in **maintaining communication** with the Field Ed Coordinator.
In addition, each student must:

(A) Complete a Learning Contract for the Apostolic Assignment (according to the form to be issued to the student by the Field Ed Coordinator), in consultation with the On-Site Supervisor, to be used as a guide and evaluative tool in the course (due Oct. 1);

(B) Write two Theological Reflection Papers, one in the 1st semester (due Dec. 1) and one in the 2nd semester (due Apr. 1), concerning their apostolate (to be shared with students of FE-3023-24);

(C) Complete at least four Apostolic Skill Modules (ASMs), for the apostolic skills delineated in the Field Education Checklist, with a Documentation Sheet in electronic form (including the Learning Summary of 200-600 words for each), for various apostolic skills (due respectively on Nov. 1, Dec. 1, Mar. 1, and Apr. 1);

(D) Facilitate the On-site Supervisor’s Final Evaluation of the student’s Apostolic Assignment (your reminder e-mail to the Supervisor is due by May 1; the Evaluation is due by May 15);

(E) Complete the Self-Assessment for the Apostolic Assignment (due by May 15).

All these assignments are to be completed using the most current template and/or instructions to be issued to the student by the Field Ed Coordinator (typically posted on the Moodle page for the course). The student must satisfactorily complete each of the above elements, by the due dates given, in order to receive a passing grade for the course (see the Grading Criteria near the end of the syllabus). 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, Field Ed Coordinator’s name, and title of assignment. Students who submit assignments late, or whose work is otherwise unacceptable, can expect to receive additional assignments that must be completed in order to receive a passing grade for the course.

TECHNOLOGY REQUIREMENTS: Due to the COVID-19 pandemic, all students (even those attending in person, in case absence should be required due to ad hoc safety protocols) should have access to technology sufficient to complete the course successfully. This includes a computer, laptop, or tablet, with webcam & microphone, with an updated operating system (Windows, Mac, Linux) and an updated internet browser (Chrome, Firefox); high speed internet bandwidth (preferably 10 mbps or greater but at least 3 mbps); Zoom and Moodle software, and the ability to use them. If students experience any difficulties with Moodle, Zoom, or other technology, they can contact Moodle support at moodle@gtu.edu. Students will receive a response within 24 hours.

REQUIRED TEXTS FOR COURSE


*Note that only a work marked with an asterisk (*) should require any purchase. 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 Field Ed Coordinator may distribute certain texts, at his discretion, for study and discussion. At the Field Ed Coordinator’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**


Grading Criteria for a Theological Reflection in Field Education

<table>
<thead>
<tr>
<th>Style</th>
<th>U - course standards achieved Unsatisfactorily</th>
<th>S - course standards achieved Satisfactorily</th>
<th>E – course standards achieved w/ Excellence</th>
</tr>
</thead>
<tbody>
<tr>
<td>S-1. Grammar, Spelling, etc. (GS&amp;c)</td>
<td>Student makes many errors in GS&amp;c that distract the reader from the content.</td>
<td>Student makes very few errors in GS&amp;c that distract the reader from the content.</td>
<td>Student makes no errors in GS&amp;c that distract the reader from the content.</td>
</tr>
<tr>
<td>S-2. Sentence Structure</td>
<td>Several sentences are unclear or are not well-constructed.</td>
<td>Nearly all sentences are clear and well-constructed.</td>
<td>All sentences are clear and well-constructed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Parts</th>
<th>U - course standards achieved Unsatisfactorily</th>
<th>S - course standards achieved Satisfactorily</th>
<th>E – course standards achieved w/ Excellence</th>
</tr>
</thead>
<tbody>
<tr>
<td>P-1a. Situation</td>
<td>Student does not adequately describe the situation to be considered, or omits important details.</td>
<td>Student adequately describes the situation to be considered, with enough relevant detail.</td>
<td>Student clearly describes the situation to be considered, with all relevant detail.</td>
</tr>
<tr>
<td>P-1b. Past Response</td>
<td>Student does not adequately describe his response to the situation.</td>
<td>Student adequately describes his response to the situation.</td>
<td>Student clearly and/or extensively describes his response to the situation.</td>
</tr>
<tr>
<td>P-2a. Theological Sources</td>
<td>Student fails to mention any theological sources that may shed light on the situation.</td>
<td>Student mentions theological sources that apply to the situation (Scripture, Magisterium, theologians, etc.).</td>
<td>Student draws extensively or particularly astutely from theological sources that apply to the situation.</td>
</tr>
<tr>
<td>P-2b. Theological Analysis</td>
<td>Student fails to offer any theological analysis.</td>
<td>Student offers some theological analysis for the situation.</td>
<td>Student offers an astute theological analysis of the situation.</td>
</tr>
<tr>
<td>P-3. Future Apostolic Response</td>
<td>If applicable, student fails to mention whether any future apostolic response would be possible.</td>
<td>If applicable, student mentions whether any future apostolic response would be possible.</td>
<td>If applicable, student offers a considerable reflection on a possible future apostolic response.</td>
</tr>
<tr>
<td>P-4. Learning</td>
<td>Student does not include learning about (a) self, (b) relation to others, and/or (c) the apostolate, where applicable.</td>
<td>Student includes learning about (a) self, (b) relation to others, and/or (c) the apostolate, where applicable.</td>
<td>Student includes considerable learning about (a) self, (b) relation to others, and/or (c) the apostolate, where applicable.</td>
</tr>
</tbody>
</table>

Grades for theological reflections are assigned as follows:

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

An analogous manner of grading is used for other assignments for this course.
### APPENDIX: COURSE & CURRICULAR OUTCOMES TABLE

In the following table, each Course Outcome is listed, followed by course activities and/or assignments by which the Course Outcome is to be measured, along with the DSPT Institutional Outcomes and Program Outcomes (here: MDiv Outcomes) to which the given Course Outcome contributes. Descriptions of the DSPT Institutional Goals and MDiv Program Outcomes are listed on the following page.

<table>
<thead>
<tr>
<th>Course Outcome</th>
<th>Activities &amp;/or Assignments To Measure Course Outcome</th>
<th>Related Program and Institutional Goals/Outcomes</th>
</tr>
</thead>
</table>
| 1. to apply their theological learning in an integrative way by exercising skills of the apostolate | A. Learning Contract  
B. Theological Reflection Papers  
C. Apostolic Skill Modules  
D. Final Evaluation  
E. Final Self-Assessment | IGA3-Self-Direction  
IGB1-Ability to Collaborate  
MDivO3-application  
MDivO4-collaboration  
MDivO5-Church-uniting |
| 2. to engage in theological reflection upon their assigned apostolate and upon their own ecclesial apostolic identity | B. Theological Reflection Papers  
C. Apostolic Skill Modules  
D. Final Evaluation  
E. Final Self-Assessment | IGA1-Integrative Thinking  
IGA2-Intellectual Humility  
IGA3-Self-Direction  
MDivO1-communication  
MDivO2-evaluation  
MDivO3-application |
| 3. to use resources to document & communicate their learning about the apostolate | B. Theological Reflection Papers  
C. Apostolic Skill Modules | IGA1-Integrative Thinking  
IGA3-Self-Direction  
IGB1-Ability to Collaborate  
MDivO1-communication  
MDivO2-evaluation |
| 4. to develop enhancements &/or innovations for their assigned apostolate and to evaluate their effectiveness | A. Learning Contract  
D. Final Evaluation  
E. Final Self-Assessment | IGA1-Integrative Thinking  
IGA3-Self-Direction  
IGB1-Ability to Collaborate  
MDivO1-communication  
MDivO2-evaluation  
MDivO3-application |
DSPT INSTITUTIONAL GOALS

Pedagogical Goal: Deep Learning. Motivated by a thirst for truth, the disciplined inquirer is a life-long learner who recognizes fundamental principles in a given field of inquiry and applies them in creative or innovative ways to broader contemporary issues which are of importance to Church, the academy, and/or society. Disciplined inquiry includes the following characteristics:

A1. Integrative Thinking: the ability to recognize, understand, retain, integrate, and apply the fundamental principles operative in a field of inquiry, and use them to make synthetic judgments. (IGA1)

A2. Intellectual Humility: an orientation of mind and heart that fosters intellectual collaboration, precludes both rigidity and passivity of mind, and recognizes that contrary opinions are not a threat, but provide the opportunity to test and deepen one’s own grasp of the truth. (IGA2)

A3. Self-Direction: the disposition to take primary responsibility for one’s own education, manifested in a keen intellectual interest in the topic of studies, and the ability to teach oneself through a habit of skilled and responsible research and resilient exploration. (IGA3)

Vocational Goal: Collaborative Leadership. A collaborative leader inspires within others the desire to realize the common good by articulating to academy or society a coherent vision rooted in the mission of the Church, all the while leading by example.

B1. Ability to Collaborate: expressed in good listening and communication skills which foster decisions stemming from and leading to an open, transparent, and mutually enriching dialog with others in order that the gifts of all can be appropriately acknowledged and utilized. (IGB1)

Abbreviations: IGA1-Integrative Thinking, IGA2-Intellectual Humility, IGA3-Self-Direction, IGB1-Ability to Collaborate

MDIV PROGRAM OUTCOMES

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

1. [communication] to communicate simply, accurately, and effectively the theological tradition of the Roman Catholic Church through preaching, teaching, and writing (MDivO1);
2. [evaluation] to analyze, assess, and critique theological perspectives and situations through scriptural, historical, systematic, and pastoral theological methods, and to assist others in doing the same (MDivO2);
3. [application] to apply Catholic teaching and theology, especially as exemplified by St. Thomas Aquinas, to pastoral situations, recognizing both the difficulties and the opportunities they present (MDivO3);
4. [collaboration] 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 (MDivO4);
5. [Church-uniting] to foster Church communion, demonstrated through consistent dedication to community life, participation in prayer, and leading others in worship and theological reflection (MDivO5).

Abbreviations: MDivO1-communication, MDivO2-evaluation, MDivO3-application, MDivO4-collaboration, MDivO5-Church-uniting.