

**WAYLAND BAPTIST UNIVERSITY**  
**VIRTUAL CAMPUS**  
**SCHOOL OF RELIGION & PHILOSOPHY**

**Mission:** Wayland Baptist University exists to educate students in an academically challenging and distinctively Christian environment for professional success and service to God and humankind.

**STEPS TO ENROLLING**

Students should set up practicum experience with Dr. Jay Givens prior to the term in which student will lead practicum. Dr. Givens contact information is below. Once set up, student will be assigned to a faculty member who will serve as a resource during the term student leads the small group. See Course Schedule for more complete description of process.

**COURSE NUMBER AND TITLE**

RLED/RLGN 5162 VC01 Spiritual Development Mentoring Practicum

**TERM AND DATES**

Fall 2017 Aug 21-Nov 4, 2017

**INSTRUCTOR'S NAME AND CONTACT INFORMATION**

Dr. J. M. Givens Jr.

Professor of Religion and Philosophy

Office) 806.291.1166 Assist) 806.291.1160 Fax) 806.291.1969 Mobile) 806.292.3957  
jgivens@wbu.edu

Instant Messaging available through Blackboard IM (download through Tools section)

**OFFICE LOCATION AND HOURS**

Flores Bible Building office suite

Mon 3:00-5:00; Tues 2:00-4:00; Wed 2:30-4:00; Thurs 9:00-11:00 CST/CDT (phone and instant messaging)

*Other times available by email and/or appointment; **Mobile phone for emergencies***

**CLASS MEETING TIME AND LOCATION**

Asynchronous interaction with specific deadlines; Virtual Campus Blackboard website

## **CATALOG COURSE DESCRIPTION**

Practicum to lead a weekly spiritual formation small group experience under the guidance of a faculty supervisor.

## **PREREQUISITE KNOWLEDGE, SKILLS AND COURSE NUMBERS**

6 credits in RLGN/RLED 5111-RLGN/RLED 5116, 1 credit in RLGN/RLED 5161 and completion of more than half of the hours necessary for the M.Div. degree

## **REQUIRED TEXTBOOK AND RESOURCE MATERIALS**

### **1. TEXTBOOK**

- A. None for RLGN/RLED 5162 course itself
- B. Will need text for whichever section for which you serve as small group leader (RLGN/RLED 5111-5116)

### **2. INTERNET EQUIPPED COMPUTER**

- A. Must conform to minimum recommended settings identified by Virtual Campus:  
[http://www.wbu.edu/academics/online\\_programs/works/tech.htm](http://www.wbu.edu/academics/online_programs/works/tech.htm)
- B. Should use compatible browser and have correct settings as recommended by Blackboard:  
[http://www.wbu.edu/academics/online\\_programs/works/tech.htm](http://www.wbu.edu/academics/online_programs/works/tech.htm)
- C. Must utilize WBU student email account for official university communications

### **3. WBU BLACKBOARD COURSE MANAGEMENT SOFTWARE**

- A. Blackboard website URL: <https://wbu.blackboard.com>
- B. Login username: WBU student id (9 digit number, usually 3-5 zeros at beginning)
- C. Login password: first three letters of first name + first three letters of last name (unless you have used Blackboard previously and have changed your password)
- D. Technical support: 24/7 via phone, chat, ticket requests; see links on Blackboard login page

## **COURSE OUTCOME COMPETENCIES**

Students will –

1. Demonstrate ability to lead a group of students through the practice of and reflection on one or more spiritual disciplines.
2. Learn to assess the participation and spiritual development of small group members, providing evaluation, instruction, and recommendations as appropriate.
3. Design a program of spiritual development that can be implemented in a local church.

## **ATTENDANCE REQUIREMENTS**

1. Attendance for online courses is defined fully in the university catalog:  
<http://catalog.wbu.edu/content.php?catoid=3&navoid=80#Class Attendance - Online>
2. Students are expected to participate in all required instructional activities in their courses.
3. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus.
4. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements.

5. Any student absent 25 percent or more of the online course, i.e., non-participatory during 3 or more weeks of an 11 week term, may receive an F for that course.
6. Any student who has not actively participated in an online class prior to the census date for any given term is considered a "no-show" and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus.
7. When a student reaches a number of absences considered by the instructor to be excessive, the instructor will submit a Report of Unsatisfactory Progress to the student's WBU student email account and to appropriate university personnel.

### **STATEMENT ON PLAGIARISM AND ACADEMIC DISHONESTY**

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

### **DISABILITY STATEMENT**

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.

### **COURSE REQUIREMENTS AND GRADING CRITERIA**

1. *Lead a spiritual formation group.* Under the supervision of a faculty member, the student will serve as mentor to a group of students studying and practicing one or more spiritual disciplines. The student must be approved for participation in the course before registering. Upon approval, the student will be assigned to the faculty member and topic. The student will prepare the course for delivery through Blackboard and will lead the group for the eleven weeks of the course. Student will evaluate and assign grades to student assignments. The supervising faculty member will assess the student's leadership of the group at the end of term. The supervising faculty member will serve as a resource to the student facilitator on class format, Blackboard, and other issues related to conducting the course. The student, however, is the facilitator of the course.
2. *Spiritual Formation Plan.* Drawing from your study of RLGN/RLED 5354 Spiritual Disciplines and Christian Spirituality, your practice of various disciplines through small groups RLGN/RLED 5111-16, and your experience as a spiritual mentor during RLGN/RLED 5161-62, develop a plan for spiritual formation within the context of the local church. This plan could include the means by which you will enact this process (e.g., home studies, church time, retreats) as well as the methods by which you will encourage participation in the program (e.g., sermon series, kickoff event, media).

## **GRADING CRITERIA**

### **1. University Grading Scale**

Cr	Credit
NCr	No Credit

### **3. Procedure Used for Computation of Final Grade**

Student will be assessed a grade for each assignment and must earn 70% or better to receive credit in the course.

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|---|-----|
| a. Evaluation of leadership by supervising faculty member | 75% |
| b. Evaluation of plan by 5162 instructor                  | 25% |

Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Executive Vice President/Provost to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

## **COURSE SCHEDULE**

<b>Session</b>	<b>Assignment</b>
Prior to registration	<ul style="list-style-type: none"><li>• Secure approval to lead a section from instructor</li><li>• Instructor will assign supervising faculty member</li></ul>
Prior to start of course	<ul style="list-style-type: none"><li>• Meet with supervising faculty member (email; Skype; etc.)</li><li>• Review training on teaching in Blackboard</li><li>• Make any modifications to at least the first two weeks of the course (in consultation with supervising faculty member)</li></ul>
During term (weeks 1-11)	<ul style="list-style-type: none"><li>• Lead small group</li><li>• Seek assistance from supervising faculty member as needed</li><li>• Listen to recommendations from faculty member and adjust as necessary</li></ul>
Week 10	<ul style="list-style-type: none"><li>• Submit Spiritual Formation Plan to instructor</li></ul>
Week 11	<ul style="list-style-type: none"><li>• Meet with supervising faculty member for a debriefing/evaluation</li></ul>

Instructor = instructor for RLGN/RLED 5162 (Dr. Givens)

Supervising faculty member = faculty member assigned to supervise you in implementation of one of the courses RLGN/RLED 5111-16.