

Course Syllabus

KNP3732H

Congregational Leadership
Knox College
Toronto School of Theology
Fall 2017

Instructor Information

Instructor: Dr. Stuart Macdonald
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Course Identification

Course Number: KNP3732H
Course Name: Congregational Leadership
Course Location: Knox College, academic wing – Classroom 3
Class Times: Wednesdays 11:10 – 1:00
Prerequisites: KNH101HF; or any TST History of Christianity I course, or equivalent

Course Description

The course will consider issues of ministerial leadership within the changed reality in which congregations in Canada now find themselves. After exploring that reality and some of the challenges posed by post-Christian Canada, the course will deal with issues of leadership and change, as well as introducing students to some of the basic tools of congregational studies. The course will build upon previous theological studies, including the experiences in Theological Field Education placements, in order to prepare students to transition to ministry.

Course Resources

Required Course Texts

Nancy T. Ammerman, Jackson W. Carroll, Carl S. Dudley, and William McKinney. *Studying Congregations: A New Handbook* (Abingdon Press: 1998)

Peter Coutts, *Choosing Change: How to Motivate Churches to Face the Future* (Alban, 2013).

Jim Collins, *Good to Great and the Social Sectors: A Monograph to Accompany Good to Great* (Jim Collins: 2005)

Resources: The UofT Library website has excellent links to help you, including help on writing essays, referencing, and how not to plagiarize.

Course Website(s)

This course uses Blackboard for its course website. To access it, go to the UofT portal login page at <http://portal.utoronto.ca> and login using your UTORid and password. Once you have logged in to the portal using your UTORid and password, look for the **My Courses** module, where you'll find the link to the website for all your Blackboard-based courses. (Your course registration with ROSI gives you access to the course website at Blackboard.) Note also the information at <http://www.portalinfo.utoronto.ca/content/information-students>.

LOGGING INTO YOUR BLACKBOARD COURSE

1. Enter the university's Blackboard portal <http://portal.utoronto.ca>.
2. It is recommended that you enter the Blackboard port using **Mozilla Firefox** as web browser (not Explorer). To install Firefox on your computer, go to www.getfirefox.com and click on Download Firefox, then click Run.
3. The Blackboard portal requires that you log-in using your UTORid and password. (Students enrolling in a course via ROSI will be automatically enrolled in their Blackboard courses within 24-48 hours.)
4. Next click on Log In. If you have any problems, please contact portal.help@utoronto.ca and they will help direct your query to the appropriate department.
5. After logging into the portal, you will see a panel of modules, hotspots and tools. The panel called My Courses Panel should contain the name of this course. Click on the course title.
6. This will take you to the Announcements section of your course. Please read this week's announcement, if there is one. (Note that the tabs labeled "view last 7 days," "view last 30 days," "view all," refer to the announcements for the duration of the course.)
7. Take time to review the Course Menu on the left side of the screen. This gives you access to the Course Documents button, where you will find the documents for this course.

COURSE LEARNING OBJECTIVES

Background expectations:

To succeed in this course students will need a background in ministry preparation, including having successfully completed their Theological Field Education placement.

In successfully completing this course, a student will be able to:

- Demonstrate ethical behaviour, taking responsibility for the expectations of course and showing respect and willingness to listen in the learning atmosphere including class discussions and small groups
- Demonstrate an understanding of the context in which the church finds itself today in Canada
- Demonstrate an introductory knowledge of the basic concepts of congregational studies
- Demonstrate a knowledge of issues in ministry, as discussed in the readings and class discussions
- Demonstrate an understanding of issues related to leadership, particularly as they apply to congregations and churches

- Demonstrate an integrated theology of ministry that engages contextual realities, the self as minister, and reflects biblical, theological and historical integration and awareness
- Demonstrate the skills necessary for graduate level study of the congregational issues
 - Gather and select information from reading appropriate to assigned tasks
 - Communicate clearly in both oral and written forms, using good organizational formats and proper research formats
 - Show a willingness to assess one's own work

COURSE REQUIREMENTS AND EVALUATIVE CRITERIA

1. Class participation: (20%)

Marks will be given based upon informed participation and contribution to the class discussion.

2. Short assignments (25%)

Leadership:

1. Write a short paper (6 pages, 1500 words max.) discussing a major leadership idea from Jim Collin's *Good to Great and the Social Sectors* or Peter Coutts, *Choosing Change*. You must reference the other work in your paper. (10% - due **October 11**) Late penalty: 4% per week (2% by Thursday; 2% by Tuesday).

2. Do a 500 word book review of one of the following books for the *Presbyterian Record*.

(list of books will be provided - examples William Chris Hobgood, *The Once and Future Pastor*; Arhur Paul Boers, *Never Call them Jerks*; Eugene Peterson, *Working the Angles*) (15% - due **November 8**) Late penalty: 4% per week (2% by Thursday; 2% by Tuesday).

3. Major Assignment (55%)

Write a case study on a specific congregational program about which you have firsthand knowledge or wish to implement that addresses the following questions:

- What is the culture of the group for whom the program was planned?
- What is the particular ecology (context) that gave rise to this program?
- What is the process through which the program has come and what process is yet required?
- What is the program itself and how does it contribute the life of the church in terms of your ecclesiology?
- How would you evaluate the extent to which the program succeeded or failed?
- How does the program respond to the new context in which the church finds itself in Canada today?

This paper should be no more than 5,000 words (20 page double spaced) and is due **December 6**. (No work will be accepted for this course after December 15, the last day of exam week.)

Late penalty: 1% each day late after December 6.

Any work that fails to meet the above criteria in the individual assignments will receive a failing grade.

Grading System

A+ (90-100)
A (85-89)
A- (80-84)
B+ (77-79)
B (73-76)
B- (70-72)
Failure

Please see the appropriate handbook for more details about the grading scale and non-numerical grades (e.g. SDF, INC, etc).

Late Policy: See individual assignments.

Completion of Course work: All course work (including any late work) must be completed by the end of term, the last day of exams. Only in the case of illness (with a note from a doctor), bereavement or other unusual circumstances will an extension be considered and this must be authorized by the Basic Degree Committee and the Faculty.

Course grades. Consistently with the policy of the University of Toronto, course grades submitted by an instructor are reviewed by a committee of the instructor's college before being posted. Course grades may be adjusted where they do not comply with University grading policy (<http://www.governingcouncil.utoronto.ca/policies/grading.htm>) or college grading policy.

Policies

Accessibility. Students with a disability or health consideration are entitled to accommodation. Students must register at the University of Toronto's Accessibility Services offices; information is available at <http://www.accessibility.utoronto.ca/>. The sooner a student seeks accommodation, the quicker we can assist.

Plagiarism. Students submitting written material in courses are expected to provide full documentation for sources of both words and ideas in footnotes or endnotes. Direct quotations should be placed within quotation marks. (If small changes are made in the quotation, they should be indicated by appropriate punctuation such as brackets and ellipses, but the quotation still counts as a direct quotation.) Failure to document borrowed material constitutes plagiarism, which is a serious breach of academic, professional, and Christian ethics. An instructor who discovers evidence of student plagiarism is not permitted to deal with the situation individually but is required to report it to his or her head of college or delegate according to the TST *Basic Degree Handbook* (linked from <http://www.tst.edu/content/handbooks>) and the University of Toronto *Code of Behaviour on Academic Matters* <http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=4871>. A student who plagiarizes in this course. Students will be assumed to have read the document "Avoidance of plagiarism in theological writing" published by the Graham Library of Trinity and Wycliffe Colleges (http://www.trinity.utoronto.ca/Library_Archives/Theological_Resources/Tools/Guides/plag.htm).

Other academic offences. TST students come under the jurisdiction of the University of Toronto Code of Behaviour on Academic Matters (<http://www.governingcouncil.utoronto.ca/policies/becomeac.htm>).

Back-up copies. Please make back-up copies of essays before handing them in.

Obligation to check email. At times, the course instructor may decide to send out important course information by email. To that end, all students are required to have a valid utoronto email address. Students must have set up a utoronto email address which is entered in the ROSI system. Information is available at www.utorid.utoronto.ca. The course instructor will not be able to help you with this. 416-978-HELP and the Help Desk at the Information Commons can answer questions you may have about your UTORid and password. *Students should check utoronto email regularly* for messages about the course. **Forwarding** your utoronto.ca email to a Hotmail, Gmail, Yahoo or other type of email account is not advisable. In some cases, messages from utoronto.ca addresses sent to Hotmail, Gmail or Yahoo accounts are filtered as junk mail, which means that emails from your course instructor may end up in your spam or junk mail folder.

Email communication with the course instructor. The instructor aims to respond to email communications from students in a timely manner. *All email communications from students should be sent from a utoronto email address.* Email communications from other email addresses are not secure, and also the instructor cannot readily identify them as being legitimate emails from students. The instructor is not obliged to respond to email from non-utoronto addresses. The instructor (and TA) will seek to respond to any email in a timely fashion during the work week (Monday through Friday). Emails sent on the weekend will be replied to during the next workweek.

Style Guidelines for Papers: There is only one minor paper in this class. It needs to be written using effective English. Any sources used apart from the reading itself need to be referenced using the humanities format. The Chicago Manual of Style is available online <http://www.chicagomanualofstyle.org/my-access.library.utoronto.ca/16/contents.html>

Cell Phones: Cell phones can be disruptive to the classroom experience. Students, therefore, should turn off or set their phones to silent and refrain from using them while in class. (This includes texting,) Cell phone use is permitted only for medical professionals who are on call and for students who need to be in constant contact with ill family members or minors. Students who meet either of these requirements should inform the professor prior to class.

Use of Technology. Laptops and other computing devices may be used in the classroom for note taking purposes only. The use of the internet is not permitted while class is in session unless it is part of a specific class activity. Students wishing to text message, search for images, fact check etc. should do so during the break or outside of class. Much of the learning that goes on in the classroom is founded upon mutual disclosure that takes place between the instructor and the student and between students. Parties outside of that learning community have not committed themselves to this relationship of trust. For this and other reasons, permission to record lectures in audio format is granted for use by registered students only. Video recording is not permitted without the written permission of the instructor. Recordings and notes of class lectures may not be electronically reproduced, posted or distributed without the written permission of the instructor.

Consultation: Please do not hesitate to consult with either the instructor about any questions you may have.

Schedule of classes (tentative)

Week 1 - Where we are

Week 2 - Insights from TFE placements

Week 3 Congregational Studies

Studying Congregations - "Introduction"; "Chapter 1: Theology in the the Congregation: Discovering and Doing"; Congregational Studies

Week 4 Congregational Studies (cont'd)

"Chapter 2: Ecology: Seeing the Congregation in Context"

Week 5 Congregational Studies (cont'd)

Studying Congregations - "Chapter 3: Culture and Identity in the Congregation"; "Chapter 4: Process: Dynamics of Congregational Life"

Week 6 Congregational Studies/

Studying Congregations - "Chapter 5: Resources"; "Chapter 7: Methods for Congregational Study"

Reading Week – October 23-27

Week 7 Pastoral Acts (weddings, funerals, etc.) in changing contexts

Week 8 Evangelism

Week 9 Leadership

Studying Congregations - "Chapter 6: Leadership and the Study of Congregations"
Jim Collins - *Good to Great and the Social Sectors*

Week 10 - Leadership (con't)

Week 11 - Leadership and Change

Peter Coutts, *Choosing Change*

Week 12 - Administration/Management - The Future?