

Syllabus – MIN 110 Spiritual Formation

By  
Ken Odell

MIN 110 Spiritual Formation

Instructor: Ken Odell

Rochester Bible Institute

Date Submitted: August 22, 2018

Faculty: **Ken Odell Teacher**  
 Phone: **(585) 662-7893**  
 Email: [Kenodell2016@gmail.com](mailto:Kenodell2016@gmail.com)

**Class Times & Locations:**

**Fall Semester: September 11 – December 4, 21018**

**Spring Semester: January 10 – April 4, 2019**

**Class meets: Thursday evenings**

**Class Time: 6:00 – 7:30 PM**

**Location: 388 Tremont St., Rochester, NY 14608**

**Table of Contents**

<b>Course Description:</b> .....	2
<b>Rochester Bible Institute Program Goals and General Objectives:</b> .....	2
<b>Course Expectations:</b> .....	4
<i>Class Attendance Policy:</i> .....	4
<b>Policy on Late Assignments:</b> .....	5
<b>Essay and Term Paper Requirements:</b> .....	5
<b>Essay and Term Paper Requirements: (5-7 Paragraph Essay papers min)</b> .....	6
<b>Grading of Written Assignments:</b> .....	7
<b>Course Grading:</b> .....	7
<b>Grading scale:</b> .....	7
<b>Academic Integrity:</b> .....	8
<b>Incomplete Grades:</b> .....	8
<b>Class Withdrawal Policy:</b> .....	8
<b>Essay and Paper Cover Format: Sample page</b> .....	9
<b>Course Schedule: (12 sessions)</b> .....	10

## **Course Description:**

The emphasis of this course centers on **Jesus Christ**; and the establishment of a relationship with God. The Spiritual Disciplines are part of the transformation process God uses in the life of each believer; to enable them to become Spiritually mature. The overall purpose of the course is to help students recognize the importance of spiritual growth and give them a framework to develop this growth. The application of this knowledge to our daily Christian lives will be explored in the process. This course provides a firm foundation for all Christians, and fertile soil to grow in spiritually. The final objective is that God receives the glory. The topics covered are varied and the expanded course description below will give you some more insight. See also *Matthew 7:25; 2 Cor.3:18*

### **Expanded Course Description:**

The material covered will include three categories of Spiritual Discipline via the text below:

#### **Text: Celebration of Discipline by Richard J. Foster (Text)**

- 1- The Inward Disciplines of Meditation, Prayer, Fasting, Study
- 2- The Outward Disciplines of Simplicity, Solitude, Submission, Service
- 3- The Corporate Disciplines of Confession, Worship, Guidance, and Celebration

#### **Text/Workbook: Pathways to Spiritual Understanding by Dr. Richard J Powers;**

This text will also survey approximately twenty different topics offered in the student workbook that make up the foundation of a Christian life. Egg. The Natural Man, The New Birth, The Security of the Believer, Communion, Baptism, Church, Devotions, the Word of God, Your Testimony, Witnessing, The Holy Spirit, The Return of Christ and Judgment, The Family Life of the Believer, and our Adversary the Devil.

**Text:** Growing Toward Spiritual Maturity by Gary C. Newton ETA: The Aim is Helping Christians to understand and apply the principles of Growth in their journey toward spiritual maturity in Christ.

## **Rochester Bible Institute Program Goals and General Objectives:**

A. LEADERSHIP TRAINING: To develop ministry and lay leaders in tune with the Holy Spirit who understand the principles of the Bible and apply those principles for more effective ministry.

### *General Objectives*

1. Demonstrate understanding of Scripture and its contemporary application to ministry and personal relationships.

2. Demonstrate appreciation for the role of Scripture in Christian ministry, in personal and spiritual formation, and in living the Christian life.
3. Demonstrate ability to interpret and use Scripture appropriately and effectively in ministry.

B. PERSONAL AND SPIRITUAL DEVELOPMENT: To provide an environment that nurtures students' personal and spiritual development.

*General Objectives*

1. Demonstrate growth in one's personal relationship with God and the development of a spiritually disciplined life based on the Word of God.
2. Demonstrate developing sensitivity to God's active presence in one's own life, the lives of others, and the world, guided by the Word of God.
3. Demonstrate growth in personal formation, emotional maturity, and moral integrity, guided by the Word of God.

C. REAL-WORLD MINISTRY AND SERVICE: To provide support for students as they integrate theory with practice and to cultivate their capacity for leadership within the church and community.

*General Objectives*

1. Demonstrate ability to interrelate theological, cultural, and experiential learning, and to apply academic learning in the practice of ministry.
2. Demonstrate deepening acceptance and love of others, compassion, and forgiveness.
3. Demonstrate a desire to identify spiritual gifts to be used in Christian service.
4. Demonstrate servant-leadership as the hands and feet of Jesus in the community.

**THE SPECIFIC OBJECTIVES: Spiritual Formation Course MIN 110**

- A. Read Text - Celebration of Discipline, by Richard J. Foster
- B. Read Daily Study Guide assignment- Celebration of Discipline by Richard J. Foster
- C. Read Text ETA Growing Toward Spiritual Maturity by Gary C. Newton
- D. Read/write Text/Workbook- Pathways to Spiritual Understanding by Dr. Richard J Powers; Complete all the required topics assigned in the workbook = 20 lessons
- E. Required Papers- Write an essay paper weekly; based on the topics in the text or work book assignments (10 total)
- F. Required Quiz, Test, Workbooks, Presentations, Projects, Final Exam all need to be completed and turned in on the assigned date.
- G. Participate in all class activities and discussions, Do one class Presentation.
- H. Attend all 12 in class sessions as required

**REQUIRE TEXT AND READINGS:**

**Text: *Holy Bible* NIV, King James, or other versions approved by instructor**

**Text: *Celebration of Discipline* by Richard J. Foster**

**Study Guide/devotional- *Celebration of Discipline* -handouts via instructor (no text)**

**Text:/Workbook *Pathways to Spiritual Understanding* by Dr. Richard J Powers**

**Text: *Growing Toward Spiritual Maturity* ETA by Gary C. Newton ETA**

**ADDITIONAL BIBLIOGRAPHIC RESOURCES:** (See instructor if needed)

Bible Dictionary-AS NEEDED

Bible Concordance -AS NEEDED

Text- optional reading:

**GOD in my EVERYTHING** by Ken Shigematsu (see instructor for access to optional books)

**A Man's Guide to the Spiritual Disciplines: 12 Habits to Strengthen Your Walk with Christ** by P. Morley

**Course Expectations:*****Class Attendance Policy:***

Student's presence and active participation in the class are critical for both the student and the class to benefit from the learning experience. If a student will be absent for any reason, he/she must request from the instructor the assignments which will be due during the date of absence and submit those assignments by the following class session. Failure to do so will result in a 50% reduction in the grade for that assignment. Students with more than 3 absences during any course, who do not meet the minimum hours required to complete the course, may be dropped from the course.

***Assigned Readings:***

Class participants are required to complete all assigned readings prior to each class. Although there is a lot of reading in the class, you are expected to carefully and diligently read all texts in preparation for class each week. Your diligence in completing all reading assignments on time, shows that you have a desire to glorify the Lord who is present in your heart.

**Policy on Late Assignments:**

Any assignment that is late without a valid prior written excuse will be penalized 50% of the earned grade. The deadline for submitting all late assignments is the final class session.

**Policy on Written Assignments:**

All **written workbook assignments** must be completed (even if they are late) to pass this course. Late assignments are always accepted up until the final class session. All **Essay paper assignments** must be submitted by email to the instructor at [Kenodell2016@gmail.com](mailto:Kenodell2016@gmail.com) prior to the start of the next class session. There is no exception for this without a written excuse.

**Planning and Essay or Term Paper:** Carefully plan and organize the outline of the essay or term paper so that the related subtopics or body paragraphs flow together in a logical sequence. List three keywords in an outline for each of 5-7 facts of each subtopic.

**Subtopic keyword outline:** identify the 2-3 key words for each subtopic, each subtopic should have a list of 5-7 facts with three keywords per fact.

**Essay and Term Paper Requirements:**

1. **Introductory paragraph:** The introductory paragraph should include a vivid, clear, and attention getting opening sentence. A thesis statement must be included, along with a description of three to five related sub topics, and an explanation of the background information, and characters.
2. **Subtopic body paragraphs:** Clear, concise, and comprehensive topic sentence explaining the main idea of the subtopic with 5-7 detail sentences supporting the subtopic.
3. **Clincher or concluding paragraph:** Restate or summarize the related subtopics; state what is the most important topic and why; dramatic attention getting clincher closing sentence stating the most important theme.
4. **Essay Subtopics:** 3 or more subtopic body paragraphs required.
5. **Term Paper Subtopics:** 6 or more subtopic body paragraphs are required.
6. **Number of References:** All essays must have **2 or more** academic references and the term paper must have **3 or more** references used and cited.
7. **Citation of non-common facts:** All non-common facts, ideas, or words must be cited with the Chicago Style citation practices as specified in, *A Manual for Writers*, Kate L. Turabian. All works cited in the essay must be listed at the end of the document in the "Works Cited List."
8. **Composition format:** All compositions must be typed in 12-point font, Times New Roman, double spaced, and indented at paragraph breaks with Adobe Reader DC.

9. **Biblical references:** Always give biblical references in the text of your paper. For example, “In the beginning was the Word, and the Word was with God, and the Word was God. He was with God in the beginning.” (John 1:1; NRSV) Include the translation only if you are quoting a scripture that is different than NIV. For example, John the Baptist pointed men to the Messiah (John 1:7).
10. **Essay and Term Paper Cover Format:** All essays and term paper must start with the required cover format. A single page number starts on the first page of the paper on the right side of the upper header. Use the pattern on the cover of the syllabus as the pattern for your paper cover page.

### Essay and Term Paper Requirements: (5-7 Paragraph Essay papers min)

11. **Introductory paragraph:** The introductory paragraph should include a vivid, clear, and attention getting opening sentence. A thesis statement must be included, along with a description of three to five related sub topics, and an explanation of the background information, and characters.
12. **Subtopic body paragraphs:** Clear, concise, and comprehensive topic sentence explaining the main idea of the subtopic with 5-7 detail sentences supporting the subtopic.
13. **Number of References:** All essays must have **2 or more** academic references and the term paper must have **3 or more** references cited.
14. **Citation of non-common facts:** All non-common facts, ideas, or words must be cited with the **Chicago Style citation practices** as specified in, *A Manual for Writers*, **Kate L. Turabian**. All works cited in the essay must be listed at the end of the document in the “**Works Cited List.**”
15. **Composition format:** All compositions must be typed in **12-point font, Times New Roman, double spaced, and indented at paragraph breaks.**
16. **Biblical references:** Always give biblical references in the text of your paper. For example, “In the beginning was the Word, and the Word was with God, and the Word was God. He was with God in the beginning.” (**John 1:1; NRSV**) Include the translation only if you are quoting a scripture that is different than NIV. For example, John pointed men to the Messiah (John 1:7). Or (John 1:7 KJV)
17. **Essay and Term Paper Cover Format:** All essays and term paper must start with the required cover page format. A single page number starts on the first page of the paper on the right side of the upper header. See sample format at the end of the syllabus.
18. with a description of three to five related sub topics, and an explanation of the background information, and characters.
19. **Subtopic body paragraphs:** Clear, concise, and comprehensive topic sentence explaining the main idea of the subtopic with 5-7 detail sentences supporting the subtopic.

20. **Number of References:** All essays must have **2 or more** academic references and the term paper must have **3 or more** references cited.
21. **Citation of non-common facts:** All non-common facts, ideas, or words must be cited with the **Chicago Style citation practices** as specified in, *A Manual for Writers*, **Kate L. Turabian**. All works cited in the essay must be listed at the end of the document in the “**Works Cited List.**”
22. **Composition format:** All compositions must be typed in **12-point font, Times New Roman, double spaced, and indented at paragraph breaks.**
23. **Biblical references:** Always give biblical references in the text of your paper. For example, “In the beginning was the Word, and the Word was with God, and the Word was God. He was with God in the beginning.” (**John 1:1; NRSV**) Include the translation only if you are quoting a scripture that is different than NIV. For example, John pointed men to the Messiah (John 1:7). Or (John 1:7 KJV)
24. **Essay and Term Paper Cover Format:** All essays and term paper must start with the required cover page format. A single page number starts on the first page of the paper on the right side of the upper header. See sample format at the end of the syllabus.

### **Grading of Written Assignments:**

1. Clear, concise, and comprehensive introductory and clincher paragraphs.
2. Three or more subtopic body paragraphs about specific subtopics that support the theme and present a logical progression of evidence to arrive at the concluding paragraph with a vivid and dramatic closing sentence.
3. Title of the essay must tie to key words in the closing sentence.
4. Writing style, format and organization, sentence structure, 3 or more **Chicago style footnotes, and “Works Cited List”**

## Course Grading:

### **Grading scale:**

Letter	Grade Point	Grade Scale, %	Definition
A+	4.3	= 97-100	High quality
A	4.0	= 93-96	Unusually high quality, exceptional associate work
A-	3.7	= 90-92	Far above average, fine associate work
B+	3.3	= 87-89	Above average associate work
B	3.0	= 83-86	Very good, average for associate work
B-	2.7	= 80-82	Slightly below average for associate work
C+	2.3	= 77-79	Meets minimal requirements, but with noticeable inadequacies



C	2.0	= 73-76	Meets minimal requirements, but with significant gaps
C-	1.7	= 70-72	Meets minimal requirements, but with serious gaps
D+	1.3	= 67-69	Minimal work
D	1.0	= 63-66	Barely acceptable for associate work
D-	0.7	= 60-62	Inadequate work
F	1.0	= 0-59	Failure
I	Incomplete		

### **Grade Weighting:**

**20% each for the 5 categories mentioned below or A-G above: Possible total=100%**

### **Specific Objectives: A-G on page 3 above**

**20% - All workbook 20 lessons written assignments; done in the work book**

**20%- All quiz**

**20%-All written assignments/papers/presentation**

**20%-One class presentation on any topic/essay covered in the course**

**20%- Final Exam. All work to be turned in on a weekly basis as assigned.**

### **Academic Integrity:**

Any work submitted by a student in this course for academic credit will be required to be the student's own work. Should copying occur, both the student who copied work from another student and the student who gave material to be copied will both automatically receive an "F" for the assignment. Penalty for violation of this Code may also be extended to include failure of the course and Institute disciplinary action.

### **Incomplete Grades:**

Students who are unable to complete their work in the class due to a serious illness or other enough reason may submit a "Request for an Incomplete Grade" form. The instructor and the director of the school will review and grant the request if approved.

### **Class Withdrawal Policy:**

Withdrawal from the class requires completion and approval of a "Change of Registration" form no later than the second to the last class session. The instructor and the director of the school will review and grant the request if approved.

## Essay and Paper Cover Format: Sample page

Essay or Paper Title

By

Student Name

MIN 110

Spiritual Formation

Instructor Ken Odell

Rochester Bible Institute

Date Submitted: xx/xx/xxx

## Course Schedule: (12 sessions)

Note- 3 Text needed for completion of weekly Assignments & papers

Growing Toward Spiritual Maturity by Gary C. Newton

Celebration of Discipline by Richard J. Foster

Pathways to Spiritual Understanding by Dr. Richard Powers

Date	In class instructions	Writing and Reading Assignments
<p><b>Week 1</b> Intro</p> <p><b>Phase I</b> Celebration of Discipline &amp; Pathways (6 wks.) Essay guidelines</p>	<p>Welcome and Introductions: Books</p> <p><b>Homework: Go through as group</b></p> <p>1. Read Text-<i>Celebration of Discipline</i> by Foster Chap. 1 &amp; 2</p> <p>2. Write answers on C of D handout (given by instructor)</p> <p>3. <b>Read/Write</b> Chap. 1 &amp; 2 <i>Pathways to Spiritual Discipline</i> by Powers</p> <p>4. Essay Topic- <b>“The New Birth”</b> Gather info/read/make outline</p> <p>5. Essay guidelines: format, etc., (given in class &amp; syllabus)</p>	<p><b>Read:</b> Chap. 1 &amp; 2 homework assignments for <b>both text:</b> <i>C of Discipline &amp; Read/write Pathways to Spirit. Disciplines</i></p> <p><b>Write- Handout by instructor</b></p> <p><b>Write/ Essay – “New Birth”</b>  due next class</p>
<p><b>Week 2</b></p>	<p>Discussion Chap. 1 &amp; 2 <i>C of Discipline &amp; Pathways to Spirit. Disciplines</i></p> <p>Celebration/handout Assign essay</p>	<p><b>Read:</b> Chap. 3 &amp; 4 homework assignments for <b>both text:</b> <i>C of Discipline &amp; Read/write Pathways to Spirit. Disciplines</i></p> <p><b>Write: handout given by instructor</b></p> <p><b>Write: Essay; “The Carnal Christian &amp; Spiritual Christian”</b> due next class</p>

<p><b>Week 3</b></p>	<p>Discussion Chap. 3 &amp; 4 Both Text</p> <p>Assign essay</p>	<p><b>Read:</b> Chap. 5 &amp; 6 Homework assignments for <b>both text:</b> <i>C of Discipline &amp; Pathways to Spirit. Disc</i></p> <p><b>Write:</b> Handout given by instructor <b>Write:</b> Pathways Chap. 5 &amp; 6</p> <p><b>Write: Essay; “The Purpose of Communion”</b> due next class</p>
<p><b>Week 4</b></p>	<p>Discussion Chap. 5 &amp; 6 Both Text</p> <p>Assign essay</p>	<p><b>Read/write</b> Chap. 7 &amp; 8 Homework assignments for <b>both text:</b> <i>C of Discipline &amp; Pathways to Spirit. Disc.</i></p> <p><b>Write:</b> <i>C of D</i> handout by Instructor <b>Write:</b> Pathways Chap. 7 &amp; 8</p> <p><b>Write: Essay; “Baptism”</b> due next class</p>
<p><b>Week 5</b></p>	<p>Discussion Chap. 7 &amp; 8 Both Text</p> <p><b><u>Quiz next week</u></b> on Chap. 1-10 Week 5</p> <p>Assign Essay</p>	<p><b>Read/write</b> Chap. 9 &amp; 10 Homework assignments for <b>both text:</b> <i>C of Discipline &amp; Pathways to Spirit. Disc.</i></p> <p><b>Write:</b> handout by instructor <b>Write:</b> Pathways 9 &amp; 10</p> <p><b>Write: Essay; “The Importance of the Church in the Christian’s Life”</b> due next class</p>

<p><b>Week 6</b></p>	<p>Discussion Chap. 9 &amp; 10 Both Text</p> <p><b><u>Quiz 1-Today</u></b></p> <p><b>Intro: New Text <i>Growing Toward Spiritual Maturity</i></b></p> <p>Assign essay</p>	<p><b>Read: <i>Growing Toward Spiritual Maturity</i> Chap. 1 &amp; 2</b></p> <p><b>Write:</b> Handout to GTMS</p> <p><b>Read/write</b> <b><i>Pathways to Spirit. Disc.</i></b> Chap. 11 &amp; 12</p> <p><b>Write: Essay “Prayer”</b>  due next class</p>
<p><b>Phase II</b> (6 wks.)</p> <p><b>Week 7</b></p>	<p><b>New Text</b> <b>Discussion</b> Chap. 1 &amp; 2 <b><i>Growing Toward S. Maturity-by</i></b> <b>Newton</b></p> <p>1.Read <b><i>New Text</i></b>- ETA Growing Toward Spiritual Maturity by Newton Chap. 3 &amp; 4</p> <p>2. Write answers on GTSM handout (given by instructor)</p> <p>Discussion Pathways Chap. 11 &amp; 12</p> <p>Assign essay</p>	<p><b>Read: <i>Growing Toward Spiritual Maturity</i> Chap. 3 &amp; 4</b></p> <p><b>Write:</b> Handout to GTMS</p> <p><b>Read/Write</b> <b><i>Pathways to Spirit. Disc.</i></b> Chap. 13 &amp; 14</p> <p><b>Write: Essay- “Giving and Stewardship”</b></p>
<p><b>Week 8</b></p>	<p><b>Discussion</b> Chap. 3 &amp; 4 <b><i>Growing Toward S. Maturity-by</i></b> <b>Newton</b></p> <p>Discussion <b><i>Pathways</i></b> Chap. 13 &amp; 14</p>	<p><b>Read: <i>Growing Toward Spiritual Maturity</i> Chap. 5 &amp; 6</b></p> <p><b>Write:</b> Handout to GTMS</p> <p><b>Read/write</b> <b><i>Pathways to Spirit. Disc.</i></b> Chap. 15 &amp; 16</p> <p><b>Write: Essay- “Your Service to the Lord.”</b></p>

<p><b>Week 8 continued</b></p>	<p><b>New Text</b></p> <p><b>Discussion</b> Chap. 5 &amp; 6 <i>Growing Toward S. Maturity-by</i> <b>Newton</b></p> <p>Discussion <i>Pathways</i> Chap. 13 &amp; 14</p> <p>Assign essay</p>	<p><b>Read:</b> <i>Growing Toward Spiritual Maturity</i> Chap. 7 &amp; 8</p> <p><b>Write:</b> Handout to GTMS</p> <p><b>Read/write</b> <i>Pathways to Spirit. Disc.</i> Chap. 17 &amp; 18</p> <p><b>Write:</b> <b>Essay- “Your Service to the Lord.”</b></p>
<p><b>Week 9</b></p>	<p><i>Growing Toward Spiritual</i> <b>Discussion</b> Chap. 7 &amp; 8</p> <p>Discussion <i>Pathways</i> Chap. 15 &amp; 16</p> <p>Assign essay</p>	<p><b>Read:</b> <i>Growing Toward Spiritual Maturity</i> Chap. 9 &amp; 10</p> <p><b>Write:</b> Handout to GTMS</p> <p><b>Read/write</b> <i>Pathways to Spirit. Dis.</i> Chap. 19 &amp; 20</p> <p><b>Write:</b> <b>Essay- “The Importance of Daily Devotions”</b></p>
<p><b>Week 10</b></p> <p>Lessons 11-20 Pathway</p> <p><b>Final Exam in 2 Weeks</b></p>	<p><i>Growing Toward S. Maturity-by</i> <b>Newton</b> <b>Discussion Chap. 9-10</b></p> <p>Discussion <i>Pathways</i> Chap. 17 &amp; 18</p> <p><b>Presentations: <u>signup sheet in class today</u></b></p> <p><b>Class Presentations (10min) next class session</b> Lessons 11-20 Pathways <b>Also Quiz 2</b> in class next class Assign essay</p>	<p><b>Read</b> New Text- <i>Growing Toward Spiritual Maturity</i> by Newton Chap. 9 &amp; 10 <b>Write: Handout GTM</b></p> <p><b>Write:</b> <b>Essay- “The Word of God”</b></p> <p><b>Class Presentations!! due next class &amp; Quiz !! on</b> Lessons 11-20 Pathway</p>

<b>Fall Break Week – November 19-23, 2018</b> <b>Spring Break Week – March 18-22, 2019</b>		
<b>Week 11</b>	<p><u><i>Quiz 2 - on Lessons 11-20 Pathways in class today</i></u></p> <p><u><i>Class Presentations – in class today</i></u></p> <p>Growing Toward Spiritual Maturity Discuss if time Lessons 9/10</p> <p style="text-align: center;">Discuss: Essay Topic <b>“The Holy Spirit and His Work”</b></p> <p style="text-align: center;">Discuss Course content/ text/workbooks/ essay’s/ <b>Final Exam Next Class!!</b> <b>Discuss: Pathways Chap. 19-20</b></p>	<p>1.Read: Growing Toward Spiritual Maturity by Newton, Chap. 11 &amp; 12</p> <p>2.Write answers on GTSM handout (given by instructor)</p> <p>3.Essay- <b>“The Holy Spirit and His Work”</b></p> <p><b>4. Study for Final Exam</b></p>
<b>December 6, 2018</b> <b>April 4, 2019</b>  <b>Week 12</b>  <b>Final Exam Today</b>	<p>1.Submit Final essay papers today: The Holy Spirit and His Work”</p> <p>2. Finish class “Presentations” <b>Final Exam Today</b></p> <p>3. <b>Questions/Discussion/course</b> Q&amp; A Chap. 11-12 Growing Toward Q&amp;A Chap. 19-20 Pathways text</p> <p>Evaluation/<b>Final Exam Mailed</b> Address given to instructor today Grades/Test/ Sent etc.</p> <p>4.<b>Take Final Exam in class Today</b></p>	<p><b>Final Exam Today</b></p> <p><b>Give instructor the address where to send final exam/grade.</b></p> <p><b>Print info on sign-up sheet in class.</b></p>