



ANSWERING GOD'S CALL

**Teaching in Higher Education RDOC 9302  
New Orleans Baptist Theological Seminary  
Discipleship and Ministry Leadership Division  
August 1-4, 2017**

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### **Mission Statement**

The mission of New Orleans Baptist Theological Seminary is to equip leaders to fulfill the Great Commission and the Great Commandments through the local church and its ministries.

### **Core Value Focus**

The seminary has five core values: Doctrinal Integrity, Spiritual Vitality, Mission Focus, Characteristic Excellence, and Servant Leadership. The core value focus for this academic year is Characteristic Excellence – We do what we do to the utmost of our abilities and resources as a testimony to the glory of our Lord and Savior Jesus Christ.

### **Curriculum Competencies**

All graduates of NOBTS are expected to have at least a minimum level of competency in each of the following areas: Biblical Exposition, Christian Theological Heritage, Disciple Making, Interpersonal Skills, Servant Leadership, Spiritual and Character Formation, and Worship Leadership. The curriculum competencies addressed in this course are:

1. *Biblical Exposition*: Students will develop a course for higher education that integrates Scripture.
2. *Spiritual and Character Formation*: Students will be led to understand and appreciate the role of the teacher in transformational learning.
3. *Disciple Making*: Students will be led to understand teaching as a call to disciple and reflect such in a philosophy of teaching.

4. *Interpersonal relationships*: Students will interact in online and class forums that will provide opportunities to enhance their interpersonal skills.

### **Course Description**

Students in this course will develop an undergraduate or graduate course of their own choosing, from the submission of a course rationale and description through the development of the course syllabus and lesson plans. In addition, they will construct a professional portfolio, including a personal philosophy of teaching, a curriculum vita, properly written lesson plans, a syllabus for higher theological education, and video documentation of teaching.

By the end of this study, you will be able to:

1. Demonstrate an understanding of how to develop the components of a professional portfolio by constructing a personal philosophy of teaching, a curriculum vita, properly written lesson plans, a syllabus for higher education, and video documentation of teaching.
2. Demonstrate an understanding of best practices regarding teaching strategies and learning experiences by communicating in class and on discussion boards an evaluation of their educational experiences as compared to those proposed as best practice in the assigned texts.
3. Demonstrate skill in developing and monitoring online discussion boards by developing and monitoring discussion boards as assigned.
4. Demonstrate skill in teaching in higher education by preparing and executing a learning session for students in higher education.
5. Demonstrate skill in evaluating teaching presentations by evaluating teaching presentations of self and classmates.

### **Textbooks**

Bain, Ken. *What the Best College Teachers Do*. Cambridge, MA: Harvard University Press, 2004. (Kindle edition available) ISBN: 9780674013254

Davis, Barbara Gross. *Tools for Teaching*. 2<sup>nd</sup> ed. San Francisco: Jossey-Bass, 2009. ISBN-13: 9780787965679

Fink, Dee. *Creating Significant Learning Experiences: An Integrated Approach to Designing College Courses*, 2<sup>nd</sup> ed. San Francisco, CA: Jossey-Bass, 2013. (Kindle edition available) ISBN: 9781118124253

Ford, LeRoy. *Design for Teaching and Training: A Self-Study Guide to Lesson Planning*. Eugene, OR: Wipf and Stock Publishers, 2002. ISBN: 9781579109912

Gabriel, Kathleen. *Teaching Unprepared Students: Strategies for Promoting Success and*

*Retention in Higher Education*. Sterling, VA: Stylus Publishing, 2008.  
ISBN: 9781579222307

You should have a working knowledge of learning styles, multiple intelligences, role of Holy Spirit, role of teacher, and domains of learning. The following texts can facilitate that understanding.

### **Supplemental Texts**

Armstrong, Thomas. *7 Kinds of Smart: Identifying and Developing Your Multiple Intelligences*. New York: Penguin Putnam Inc, 1999.

Tobias, Cynthia. *The Way They Learn: How to Discover and Teach to Your Child's Strengths*. Wheaton, IL: Tyndale House Publishers, 1994.

Yount, William. *Called to Teach: An Introduction to the Ministry of Teaching*. Nashville: B & H Academic, 1999.

\_\_\_\_\_, William. *Created to Learn: A Christian Teacher's Introduction to Educational Psychology*. 2<sup>nd</sup> ed. Nashville: Broadman and Holman Academic, 2010.

### **Course Teaching Methodology**

Students will engage in discussion boards, class discussion, hands-on learning in the ITC, and individual learning assignments. The workshop meets on the main campus Tuesday through Friday 8:30 – 4:30.

### **Teaching Method**

This course will utilize lecture, class discussion, online learning, and student teaching demonstrations.

### **Course Requirements**

#### **Pre-Workshop**

1. Reading

Read *What the Best College Teachers Do* and *Creating Significant Learning Experiences* prior to participating in the pre-workshop discussion boards. Remaining texts should be read prior to the workshop

2. Pre-Workshop Discussion Boards (10%)

Due: See Course Schedule

Participate in the assigned discussion boards for *two weeks* prior to the class meeting. These discussions are an essential component of the course.

- July 17-21: *What the Best College Teachers Do*
- July 24-28: *Creating Significant Learning Experiences*

Replying to the Professor's Post: Your comments will be graded on their substance and thoughtfulness, and should reflect appropriate application of emerging knowledge and vocabulary in the topic area. Each posting should add value to the discussion. Adding

value to the discussion would include things like an example illustrating your position, posting a website, asking question of your fellow classmates, giving a personal example, bringing in something from the textbook, videos or from some outside reading to support your opinion.

Replying to the Postings of Your Classmates: In each discussion board you will post a response to at least two other students' responses. In your replies to other students you can: 1) Expand on or clarify a point made in the answer. 2) Offer an additional argument to support a position taken in an answer. 3) Suggest ways in which an idea could be more clearly expressed. 4) Identify passages where you think the writer misunderstood a concept or applied it incorrectly. 5) Disagree with a point or position made in a response. Missed discussion boards may not be made up.

The week begins on MONDAY and ends on FRIDAY. Your initial post to the discussion board must be made by Wednesday at 5:00 p.m. CST of each week. Responses to other students' posts must be made by Friday at 5:00 p.m. CST. *This assignment is related to Student Learning Outcome #2.*

3. Course Name and Rationale

Due: July 28

You will develop a complete course syllabus for a course you propose for Christian higher theological education. *This course must be unique - one that is not taught presently at NOBTS (including Leavell College) nor taught at another institution.* Prior to the workshop meeting submit:

- the name of the proposed course
- a one-paragraph rationale for the proposed course which explains why this course is needed in a course of study. *This assignment is related to Student Learning Outcome #1.*

4. On-line Assessments

Complete the following assessments prior to the class meeting. Bring the result of your assessments to class.

- The VARK Questionnaire: a guide to learning styles - <http://vark-learn.com/the-vark-questionnaire/>
- The VARK for Teachers and Trainers at <http://vark-learn.com/the-vark-questionnaire/teaching-questionnaire/>
- Multiple Intelligences Self-Assessment <https://www.edutopia.org/multiple-intelligences-assessment>

### Post-Workshop

5. Student Created Discussion Boards (10%) Due: Monday, August 7  
You will be enrolled as an *instructor* in Teaching in Higher Education Practice Shell for the purpose of this assignment. In this course shell you will have access to instructor tools.

Your discussion group will create a discussion board for an assigned chapter(s) in *Teaching Unprepared Students*. The discussion board should “open” at the scheduled time for class discussion (Refer to the course schedule). Groups will be assigned during the first class meeting. *This assignment is related to Student Learning Outcome #2.*

6. The Professional Portfolio (70% - see below for components)

The following assignments are components of the Professional Portfolio:

- Syllabus (20%) Due: Friday, September 1  
Construct a syllabus following the course template of the Graduate Division of NOBTS. A template is posted on Blackboard under Course Documents. (This course’s syllabus is designed using the template.) *A textbook must be chosen and reflected in the course schedule. This assignment is related to Student Learning Outcome #1.*
- Lesson Plans (15%) Due: Friday, September 22  
Construct lesson plans following the Lesson Plan Template and provide support materials as described below:
  - One 1.5 hour lesson plan and the following components:
    - Handout(s), if any, as required for the lesson
    - Visual presentation (PowerPoint, Prezi)
    - Lecture guide (organized handout for students to follow lesson)
  - One 15-minute MicroTeach lesson plan (This is the plan you will execute).  
*This assignment is related to Student Learning Outcome #1.*
- Teaching Presentation (15%) Due: Friday, October 6  
Present and record the 15-minute MicroTeach lesson. Post the unlisted YouTube video to the assigned discussion board. Instructions for posting the video will be provided. A rubric for this assignment is in Assignment Upload. *This assignment is related to Student Learning Outcome #4.*
- Curriculum Vitae (10%) Due: Friday, October 27  
You will create a curriculum vitae that reflects your educational experiences and related academic experience. The CV should be suitable for submission to an

institution of higher learning. A rubric for this assignment is in Assignment Upload. *This assignment is related to Student Learning Outcome #1.*

- Philosophy of Teaching (10%) Due: Friday, October 27  
Compose a philosophy of teaching and submit to Blackboard. Your philosophy should consist of 2 pages minimum and follow the guidelines found at <http://ucat.osu.edu/read/teaching-portfolio/philosophy> and the rubric found in Assignments. Either APA or Turabian form may be used. Since this is a personal philosophy it should be completed in first person. This assignment should be completed single-spaced. A rubric for this assignment is in Assignment Upload. *This assignment is related to Student Learning Outcome #1.*

7. Teaching Presentation Evaluations (10%) Due: Friday, October 20  
Complete a presentation rubric for each presentation, including your own. The rubric is posted under Course Documents.

- Download and save the rubric.
- Complete the rubric for each presentation. Save each complete presentation rubric as a separate document in the following form: name.presentation
- Email the completed rubric to the student and cc the professors, *This assignment is related to Student Learning Outcome #5.*

### **Evaluation of Grade**

The student's grade will be computed as follows:

Professor Discussion Boards	10%
Student-led Discussion Boards	10%
Professional Portfolio	70%
• Syllabus	(20%)
• Lesson Plans	(15%)
• Presentation	(15%)
• CV	(10%)
• Philosophy	(10%)
Presentation Evaluations	10%

## Course Schedule

Date	Assignments
July 17-21	“ <i>Getting to Know You</i> ” Discussion Board <i>What the Best College Teachers Do</i> Professor-led Discussion Board
July 24-28	<i>Creating Significant Learning Experiences</i> Professor-led Discussion Boards <b>Submit proposed course name and rationale to Blackboard by Friday, July 28</b> <b>Complete the on-line surveys prior to the class meeting</b>
August 1-4	<b>Class Meeting</b> (see Class Meeting Schedule below)
August 7-11	<i>Teaching Unprepared Students – Chapters 2-4: ALL Student Group-led Discussion Boards Due Monday, August 7</i>
August 14-18	<i>Teaching Unprepared Students – Chapters 5.6.8</i>
September 1	<b>Syllabus Due to Blackboard</b>
September 22	<b>Teaching Unit Due to Blackboard</b>
October 6	<b>Teaching Presentation Due</b>
October 20	<b>Rubrics Due to Presenters and Professors</b>
October 27	<b>Curriculum Vitae and Philosophy of Teaching Due to Blackboard</b>

## Class Meeting Schedule

### Tuesday

8:30 – 11:30 Introductions and Review of Syllabus  
Domains and Levels of Learning

1:30 – 4:30 Constructing Lesson Aims  
Constructing Student Learning Outcomes (course)

### Wednesday

8:30 – 4:30 Constructing Lesson Aims  
Constructing Student Learning Outcomes (course)

1:30 – 4:30 Creating Assessments/Assignments  
Methodologies

### Thursday

8:30 – 11:30 Lesson Plans  
Elements  
Constructing

1:30 – 4:30 Deconstruction of a Syllabus

### Friday

8:30 -11:30 Philosophy of Teaching  
Writing a CV

1:30 – 4:30 Blackboard Instructor Training, ITC  
Michael Steinmetz, Center for Technology  
Student-led Discussion Board Groups

## Course Policies

**Academic Policies:** Academic policies relate to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: [New Orleans Baptist Theological Seminary Graduate Catalog](#).

**Absences:** Absences are not permitted. You must see the Associate Dean, Research Doctoral Programs, for any exception to this policy.

**Academic Honesty Policy:** All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

**Assignment Formatting:** Unless otherwise noted, all assignments are to be created in Turabian format. All written assignments must be Word documents, written in third person unless otherwise instructed, and created in 12 pt. Times New Roman font. PDFs will not be accepted.

**Assignment Grading:** Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student's Blackboard Grade Book. The student will find comments in the grading rubric, as well as on graded paper assignments.

**Assignment Submission:** All assignments are to be submitted to Blackboard by 11:59 p.m. of the due date unless otherwise indicated. Do not send files as attachments via email to the professor. For technical reasons, this mode of file transmission is extremely inefficient.

**Cell phones:** Phones must be silenced during class time. The use of a cell phone for the purposes of texting, email or other social media is not permitted. Anyone who is observed text messaging or using an electronic device during class may be asked to drop the course

**Classroom Decorum:** Your participation is required for every session. You are expected to:

- Come to the sessions with a constructive point of view, prepared to interact with the readings and resources related to the course topic.
- Dress appropriately and in accordance with the NOBTS Student Handbook.
- Turn off cell phones and not accept any calls and/or text messages during class.
- Utilize laptops and other technology for class purposes only.
- Maintain confidentiality when someone shares personal information.

**Grading Scale:** Your final grade will be based on your total accumulation of points as indicated under the *Assignments and Evaluation Criteria* section of this syllabus according to the grading scale in the NOBTS 2013-2014 catalog.

A 93-100 B 85-92 C 77-84 D 70-76 F 69 and below

**Laptops:** Laptops may be used in class only for taking notes and other activities assigned by the professor. Other activities are strictly prohibited. Laptops may not be open during presentations unless requested by the presenter. Anyone observed using a laptop in a way that violates this policy may be asked to drop the course.

**Late Assignments:** Only under extreme circumstances, and with prior approval, will a late assignment be accepted. Late assignments will be assessed an initial 10-point penalty and 1 point for each day after the due date. No assignments will be accepted more than two weeks after the original due date. Missed presentations may not be made up.

**Netiquette:** Netiquette refers to appropriate online behavior in Blackboard or other online discussions. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

**Plagiarism:** NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties, and policies associated with plagiarism.

**Recording Policy:** Recordings of class, including any audio and/or video recordings, regardless of the media or format, and regardless of the intended or actual use, are not permitted without prior written permission of the professor. The class will be notified in advance should any such recording be approved. This policy is intended to protect the privacy of the students.

**Revision of the Syllabus:** The course syllabus is not a legal contract. Any syllabus revision will be preceded by a reasonable notice to students. The standards and requirements set forth in this syllabus may be modified at any time by the professor. Notice of such changes will be by announcement in class or by email notice.

**Withdrawal from the Course:** The administration has set deadlines for withdrawal. These dates and times are published in the academic calendar. Administration procedures must be followed. You are responsible to handle withdrawal requirements. A professor can't issue a withdrawal. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in the course if you choose not to attend once you are enrolled.

## **Additional Information**

**Blackboard and SelfServe:** You are responsible for maintaining current information regarding contact information on Blackboard and SelfServe. The professor will utilize both to communicate with the class. Blackboard and SelfServe do not share information so you must update each. Assignment grades will be posted to Blackboard.

You will be enrolled in two Blackboard shells for this course – Teaching in Higher Education in which you will be enrolled as a student and Teaching in Higher Education Practice Shell, in which you will be enrolled as an instructor. *You will post assignments to both shells.* Pay careful attention to the instructions related to each assignment.

**Correspondence with the Professor:** Every effort is made to respond to emails and phone calls within 24-48 hours, excluding weekends. Please feel free to contact the professor(s) with any question you may have regarding this course.

### **Help for Writing Papers at “The Write Stuff”**

This is the official NOBTS Writing Center online help site for writing academic papers and essays. <http://www.nobts.edu/writing/default.html> You will discover writing guides, tips, and valuable information to help you become a better writer. Go here for Turabian and APA style helps and guidelines. You will also find language fonts for Greek and Hebrew.

**Hurricane/Severe Weather Evacuation:** For up-to-date weather information stay tuned to:

- WBSN FM-89.1
- WWL Channel 4
- WWL AM-870
- [www.nobts.edu](http://www.nobts.edu)

**Mandatory Evacuation:** Hurricane season lasts from June 1 to November 30. If the Mayor or the President of NOBTS recommends that you leave the city, then do so. If a mandatory evacuation is called everyone except emergency personnel must leave. Staying on campus is not an option. See the *Student Handbook* for further information regarding hurricane preparedness, evacuation, and shelter.

**NOBTS Emergency Text Messaging Service:** Once you have established a SelfServe account you may sign up for the NOBTS emergency text messaging service by going to <http://nobts.edu/NOBTSEmergencyTextMessage.html> .

**Special Needs:** If you need an accommodation for any type of disability, please set up a time to meet with the professor(s) to discuss any modifications that you may need and we are able to provide.

**Technical Support:** For assistance regarding technology, consult ITC (504-816-8180) or the following websites:

- [Selfserve@nobts.edu](mailto:Selfserve@nobts.edu) - Email for technical questions/support request for help with the site (Access to online registration, financial account, online transcript, etc.).
- [BlackboardHelpDesk@nobts.edu](mailto:BlackboardHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS Blackboard System.
- [Student Bb Help](#) - Visit for student assistance in using Blackboard.
- [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) – Email for general technical questions/support requests.
- [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - View general NOBTS technical help information on this website.

## Selected Bibliography

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### Student Services

*This is a partial list of NOBTS student services available to all students, no matter your delivery system or location. If you have questions or do not see what you need here, please refer to [www.nobts.edu/student-services](http://www.nobts.edu/student-services), email us at [studentservices@nobts.edu](mailto:studentservices@nobts.edu), or call the Dean of Students office at 800-662-8701, ext. 3283. We are glad to assist you!*

Need	Email	Phone	Web Page
Advising – Graduate Program	<a href="mailto:studentservices@nobts.edu">studentservices@nobts.edu</a>	504.282.4455 x3312	<a href="http://www.nobts.edu/registrar/default.html#advising">www.nobts.edu/registrar/default.html#advising</a>
Advising – Undergraduate Program	<a href="mailto:lcadminasst@nobts.edu">lcadminasst@nobts.edu</a>	504.816.8590	<a href="http://www.nobts.edu/LeavellCollege">www.nobts.edu/LeavellCollege</a>
Church Minister Relations (for ministry jobs)	<a href="mailto:cmr@nobts.edu">cmr@nobts.edu</a>	504.282.4455 x3291	<a href="http://www.nobts.edu/CMR">www.nobts.edu/CMR</a>
Financial Aid	<a href="mailto:financialaid@nobts.edu">financialaid@nobts.edu</a>	504.282.4455 x3348	<a href="http://www.nobts.edu/financialaid">www.nobts.edu/financialaid</a>
PREP (help to avoid student debt)	<a href="mailto:Prepassistant1@nobts.edu">Prepassistant1@nobts.edu</a>	504.816.8091	<a href="http://www.nobts.edu/prep">www.nobts.edu/prep</a>
Gatekeeper NOBTS news	<a href="mailto:pr@nobts.edu">pr@nobts.edu</a>	504.816.8003	<a href="http://nobtsgatekeeper.wordpress.com">nobtsgatekeeper.wordpress.com</a>
Information Technology Center	<a href="mailto:itcsupport@nobts.edu">itcsupport@nobts.edu</a>	504.816.8180	<a href="http://selfserve.nobts.edu">selfserve.nobts.edu</a>
Help with Blackboard	<a href="mailto:blackboardhelpdesk@nobts.edu">blackboardhelpdesk@nobts.edu</a>	504.816.8180	<a href="http://nobts.blackboard.com">nobts.blackboard.com</a>
Library	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/Library">www.nobts.edu/Library</a>
Online library resources	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/research-links/default.html">http://www.nobts.edu/research-links/default.html</a>
Writing and Turabian style help	<a href="mailto:library@nobts.edu">library@nobts.edu</a>	504.816.8018	<a href="http://www.nobts.edu/writing/default.html">http://www.nobts.edu/writing/default.html</a>
Guest Housing (Providence Guest House)	<a href="mailto:ph@nobts.edu">ph@nobts.edu</a>	504.282.4455 x4455	<a href="http://www.provhouse.com">www.provhouse.com</a>
Student Counseling	<a href="mailto:lmccc@nobts.edu">lmccc@nobts.edu</a>	504.816.8004	<a href="http://www.nobts.edu/student-services/counseling-services.html">www.nobts.edu/student-services/counseling-services.html</a>
Women’s Programs	<a href="mailto:womensacademic@nobts.edu">womensacademic@nobts.edu</a>	504.282.4455 x3334	<a href="http://www.nobts.edu/women">www.nobts.edu/women</a>

For additional library resources in your state, check <http://www.nobts.edu/library/interlibrary-loan.html>

- GALILEO for Georgia students
- LALINC for Louisiana students
- Florida Virtual Library (<http://www.flelibrary.org/>) for Florida students
- Interact with us online at –



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