

A Syllabus for  
**CHRM 402—Discipleship and Small Groups**  
3.0 Credit Hours  
Spring 2000

I. COURSE DESCRIPTION

A study of how to develop and direct discipleship and small group programs within the church. Includes small group principles, dynamics, and problems. Also considers the way Christian disciples are developed and gives practical guidelines for implementing discipleship in the church.

Course Prerequisites: None

II. COURSE GOALS

The purpose of this course is to educate competent leaders who can develop and direct good discipleship and small group programs within the church.

III. COURSE OBJECTIVES

As a result of taking this course, the student will be able to do the following:

- A. describe the structure, dynamics, types, and leadership of small groups within the church.
- B. discuss guidelines for small group program for the local church.
- C. explain how small groups contribute to Christian community and church growth.
- D. observe a church small group and evaluate its potential.
- E. realize and define the scope of Christian formation and discipleship in carrying out God's plan within the church.
- F. develop guidelines for communicating Christian life to others.
- G. plan for and lead a small discipleship group.
- H. describe small group and discipleship that lead to church growth and Christian community.

IV. TEXTBOOKS

Required Textbooks

- A. Arnold, Jeffrey. *Seven Tools for Building Effective Groups*, Colorado Springs: Navpress, 1997.
- B. Eims, Leroy. *The Lost Art of Disciple Making*. Grand Rapids, Michigan: Zondervan, Colorado Springs; Navpress, 1978.
- C. McBride, Neal. *How to Build Small Groups Ministry*. Colorado Springs: Navpress, 1995.

- D. McBride, Neal. *How to Lead Small Groups*. Colorado Springs: Navpress, 1990.
- E. Smith, James Bryan. *A Spiritual Formation Workbook*. New York: Harper, San Francisco, 1993.

## V. POLICIES AND PROCEDURES

### A. University Policies and Procedures

- 1. Attendance at each class or laboratory is mandatory at Oral Roberts University.
- 2. Double cuts will be assessed for absences immediately preceding or following holidays.
- 3. Excessive absences can reduce a student's grade or deny credit for the course.
- 4. Students taking a late exam because of an unauthorized absence will be charged a late exam fee.
- 5. Students and faculty at Oral Roberts University adhere to all laws addressing the ethical use of others' materials, whether it is in the form of print, video, multimedia, or computer software.

### B. Department Policies and Procedures

Note: Attendance policy is enforced. Excessive absences will affect your grade. See syllabus attendance policy.

#### 1. Completion of a Course

- a. All assignments are due on the dates established in the course calendar, which is published in the syllabus or assigned in class. **Any assignments turned in after the scheduled due date will be penalized five percent (5%) of the original value per day including weekends, breaks, and holidays.** All work turned in two weeks after the assignment deadline will be received but will be granted a grade of zero for that assignment.
- b. **No work** is accepted after the final date of regular classes.

#### 2. Incompletes

- a. An incomplete is given only after the student establishes with the instructor and the department chair by written petition that his or her work is incomplete for good cause (i.e., lengthy illness, death in the family). **Incompletes are rarely granted.** Only those absences that are incurred within the time period of the extenuating circumstances prompting an incomplete will be excused. The student is still accountable for any other absences and will be penalized for them according to the attendance policy.
- b. A Petition for Incomplete Grade with all supporting documentation must be submitted for approval at least one week prior to the end of normal classes. The submitting of a petition does not automatically ensure the granting of an incomplete. The petition must be approved by the appropriate academic committee of the Undergraduate Theology Department.

#### 3. Examinations and Other Assignments

- a. Early examinations **are not** allowed.

- b. Late examinations are administered only when extenuating circumstances are present (such as a death in the family the week before exams, sudden and major illness the week of exams that is documented by a physician). In fairness to all students, some persons should not have more time to prepare for an examination than others. **The granting of a late examination request is rare.**
  - c. A Petition for Late Examination without penalty must be signed by the professor and the chair. Proper documentation must accompany the petition and must be submitted to the Undergraduate Theology Department. The student must schedule the makeup exam with the professor of the course. The exam must be taken no later than five (5) calendar days after the approval of the petition. **Grade penalties may be applied as indicated by the Academic Affairs Committee.**
  - d. **All exams will be given as scheduled. It is the student's responsibility when purchasing airline tickets, for example, to take this schedule into consideration. Not being present for the final examination automatically results in failure of the course.**
  - e. These requirements apply to all quizzes, tests, and examinations administered by the Undergraduate Theology Department.
4. Attendance
- a. The Official Attendance Policy for the Undergraduate Theology Department is as follows for the three-semester hour class:
    - (1) If the class meets three times a week, the missing of 6 class sessions will result in a grade reduction of one letter grade. Missing 8 class sessions will result in a grade reduction of two letter grades. Missing 12 class sessions will automatically result in a grade of "F."
    - (2) If a class meets twice a week, the missing of 4 class sessions will result in a grade reduction of one letter grade. Missing 6 class sessions will result in a grade reduction of two letter grades. Missing 8 sessions will automatically result in a grade of "F."
    - (3) If the class meets once a week, then missing 3 class sessions will result in a grade reduction of one letter grade. Missing 4 class sessions will result in a grade reduction of two letter grades. Missing 5 class sessions will automatically result in a grade of "F."
  - b. **The absences allowed prior to grade reduction are designed to allow for emergencies and illnesses, for example, and are not designed for indiscriminate use.** Many students incorrectly assume that they may use these allowable absences as unexcused "cuts" from class. Any illnesses, emergencies, and trips are included in exempt. Administrative excuses are granted only when a student is on official University business and has received approval in advance from the University administration.
  - c. Students are expected to be prompt for classes. **Two tardies will equal one absence.**

C. Course Policies and Procedures

1. Evaluation Procedures

a.	Local program presentation	15%
b.	Unit I exam	20%
c.	Discipleship group report	25%
d.	Unit II exam (final exam)	25%
e.	Small group visit report	5%
f.	Spiritual Formation Exercise Sheets	5%
g.	Class participation	<u>5%</u>
	TOTAL	100%
h.	Grade Scale	A=90; B=80; C=70; D=60; F=59

2. Other Policies and Procedures

a. Course Requirements

To demonstrate attainment of the educational goals and course objectives the student will participate in the following activities:

(1) Class Participation: Each student is expected to be present and to contribute significantly to class discussions. It includes caring for fellow students and stimulating group process in the class with a positive, enthusiastic attitude.

(2) Readings: Students are expected to read the five major textbooks.

(3) Local Program Presentation: Each student will be asked to take part in a brief team report (15 minutes max.) on small group and discipleship programs available in local churches or organizations. In addition to a report, a handout and literature will be prepared for each student in the class. A list of possible churches and organizations will be presented in class early in the semester.

(4) Discipleship Group Report

(a) The student will put into practice basic principles in a small discipling group of his or her own choice. The members may be gathered from the student's ministry, friends, or family. This small group experience should include four persons, including the student. One and one-half hours weekly for six weeks will be spent with the "disciples." This may include modeling, teaching, sharing, etc., but should be in the direction of the goal for each session with a "projected plan" for each session to achieve that goal. A one-page (handwritten or typed) report on each of the six sessions will be kept. Included will be aims, plans to achieve them, and after the sessions, an evaluation of progress with results for structuring the next discipling time.

(b) At the end of the group meeting weeks, the weekly reports will be turned in, along with a summary report. The length of the summary report is three pages, typed and double spaced.

(5) Small Group Visit Report: Each student will report on one first-hand observation of a different church small group. The report could include some of the following:

(a) What small group principles were put into practice and how?

(b) Responses from brief informal visits (or phone calls) with group leaders, group members, pastors.

- (c) How the potential for growth of that group could be increased.
- (d) This observation report is to be submitted on an assigned form.
- (6) Spiritual Formation Exercise Sheets: Each student will submit weekly worksheets describing his or her selected exercise experience. They will be graded for thoroughness and quality of work. These will be done during the discipleship study section of the course.
- (7) All assignments are due when stated. Late assignments will be penalized by **five points per day**.
- b. Course Outline
  - (1) Unit 1: Small Groups
    - (a) Introduction
    - (b) Biblical foundations
    - (c) Group development
    - (d) Group characteristics
    - (e) Group leadership
    - (f) Group relationships
    - (g) Group evaluation
 (Based on Gorman, and McBride texts)
  - (2) Unit 2: Discipleship
    - (a) Introduction
    - (b) Biblical examples of discipleship training
    - (c) The discipling church
    - (d) Principles of a growing church
    - (e) Motivation for discipleship
    - (f) The disciple-making process/training objectives/spiritual formation dimensions
    - (g) The worker development process/training objectives
    - (h) The leader development process
 (Based on Eims, Hull, and Smith texts)

## VI. COURSE CALENDAR

- 1 Course Introduction  
Biblical Foundations  
Small Group, Large Group Demonstration
- 2 Seeing Yourself as a Group Leader  
Understanding Your Group's Development  
Reflective Listening
- 3 Knowing Your Group  
Building Your Group  
Leading Your Group
- 4 Handling Your Group's Difficulties  
Evaluating Your Group Small Group Visit Report Due  
Proactive Covenant Making
- 5 Planning to Plan a Small Group Ministry Start Discipleship Groups This Week  
Clarifying Authority  
Managing Resources

- 6 Understanding Your Church Lesson Plan 1 Report Due  
Determining Ministry “Fit”  
Persistent Prayer
  - 7 Identifying Needs and Goals  
Selecting Small Group Types  
Empowering Others
  - 8 Organizational Specifics  
Deciding on Leadership, Review  
Provocative Teaching
  - 9 Midterm Exam  
Enlisting, Training Leaders  
Promoting Small Groups
  - 10 Managing Small Groups  
Evaluating Small Groups  
Introduction to Discipleship
  - 11 Biblical Examples of Discipline Training, Discipleship Group Report Due This Week  
Making Disciples in the Early Church, Start Local Presentations in Class  
Intimacy with God
  - 12 People Involvement  
Disciple Making Process  
Purity and Virtue
  - 13 Disciple Training objectives  
Needed Worker Development  
Empowerment Through the Spirit
  - 14 Worker Training Objectives  
The Need for Leadership  
Justice and Compassion
  - 15 How to Train Leaders  
Founded on the Word  
Confident, Unashamed
- Final Exam

## VII. ASSESSMENT SUMMARY

Raymond K. Smith

Name of Instructor

CHRM 402

Course No.

Discipleship and Small Groups

Title of Course

Theology

Name of Dept.

### MISSION

The lifestyle at ORU is rooted in the word "Wholeness." ORU seeks to educate the whole person, with balanced emphasis placed on the development of mind, spirit and body.

### GENERAL OUTCOMES

1. Spiritual Development
2. Physical Development
3. Communication
4. Analysis
5. Problem Solving
6. Valuing in Decision Making
7. Social Interaction
8. Global Perspectives
9. Effective Citizenship
10. Aesthetic Responsiveness

### MAJOR OUTCOMES

Knowledge and analysis of good discipleship and small grouped programs within the church

Social interaction/problem solving; experiences learning in a real life setting

Communication: knows and demonstrates effective communication models for discipleship transmission

Spiritual development outcomes; increases in interest and involvement in spiritual disciplines

### COURSE GOALS

To apply the knowledge required in the course to develop and direct small group programs within the church

Plans for, leads a small discipleship group

Applies communication knowledge and skill to discipling group work.

Demonstrates growing personal interest in area of spiritual formation

### ASSESSMENT OF COURSE GOALS

#### STIMULI:

Church small group observation  
Team program presentation  
Leading in-class small groups  
Leading out-of-class discipleship group

Leading in class discipleship trio

Midterm and Final examination

#### CRITERIA:

Local program presentation	15%
Unit I exam	20%
Discipleship group report	25%
Unit II exam (final exam)	25%
Small group visit report	5%
Spiritual Formation	
Exercise Sheets	5%
Class Participation	<u>5%</u>
TOTAL	100%