

ML 301 Anglican Liturgy and Music: Development and Theology

Term and Year Offered: Fall, 2020

Learning Environment: Online, asynchronous and synchronous

Asynchronous on Canvas: September 8th through December 12th.

Synchronous on Zoom: Students taking the course for academic credit are required to attend six sessions from 10:00 a.m. to 12:30 p.m. (Central Time) on the following Saturdays:

September 12th September 26th October 24th October 31st November 21st December 12th

Instructor(s): Therese DeLisio and M.Milner Seifert

Contact Information: If you have questions, need assistance, or want to make an appointment, please feel free to contact us by phone or e-mail. Please direct e-mail correspondence related to the course in general to both of your instructors.

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Course Description:

This course offers an introduction to the principles and practices of Anglican worship with a particular focus on worship in the Episcopal Church. The course covers the history, theology, and practice of Anglican/Episcopal worship and the evolution of the Book of Common Prayer; an introduction to contemporary liturgical and sacramental theology and practice; and the theology and use of music in worship with a focus on baptism, eucharist, daily prayer, the liturgical year, and current liturgical resources. In class, online, and through worship experiences, students will have an opportunity to

- develop competencies in critical historical and theological analysis of liturgical texts, spaces, and practices;
- increase their capacity to make creative, constructive, and appropriate use of current liturgical and musical resources in contemporary, multi-cultural, and global Anglican worship contexts and in their own local worshipping communities;

 discover the deep connections between Anglican/Episcopal liturgy, the mission and ministries of the church, and the sacramentality of the Christian life lived in witness to God's justice and love.

Course Goals and Learning Outcomes:

The primary goals and learning outcomes that this course is designed to achieve are as follows: [the numbers in brackets refer to applicable learning outcomes for the Master of Divinity program].

Goal 1. To develop a knowledgeable and critically discerning understanding of the Anglican/Episcopal liturgical tradition, past and present, and more particularly, of the 1979 Book of Common Prayer, Hymnal 1982, and culturally diverse contemporary supplemental liturgical and musical resources. Students who successfully complete the course will be able to demonstrate achievement of the following outcomes:

1.1. General knowledge of significant developments, influences, and influencers in the evolution of the Book of Common Prayer and liturgical music from the early church to the present day; and the capacity to bring historical insight to bear on current liturgical issues, actions, and contexts. [MDiv 1.2]

Assessment: Module II and III assignments

1.2. An ability to explain and interpret theological perspectives reflected in liturgical and musical texts, actions, spaces, art and environment, and the performance of liturgical ministries by persons lay and ordained. [MDiv 1.3]

Assessment: Modules I and III and final ordo assignments

1.3. An ability to explain and critically evaluate the history and theologies associated with Baptism, Eucharist, Daily Prayer, the Liturgical Year, and the meaning of sacrament and sacramentality in general, with an ability to articulate one's own liturgical-theological perspectives with clarity and conviction. [MDiv. 1.2, 1.3]

Assessment: Modules IV, V, VI, VII and final ordo assignments

Goal 2. To become familiar with a variety of cultural liturgical resources (texts and music) and the capacity to use them critically, creatively, and appropriately in particular contexts and in the service of the missional church. Students who successfully complete the course will be able to demonstrate achievement of the following outcome:

2.1. Appropriate and creative use of a variety of cultural resources for the life of Christian faith, mission, and ministry in sensitive and contextually appropriate ways. [MDiv 3.1]

Assessment: Module I, III, IV and final ordo assignments

Goal 3. To develop skills for planning and leading theologically informed and formative liturgy in particular congregational and communal contexts. Students who successfully complete the course will be able to demonstrate achievement of the following outcome:

Outcome:

3.1. Ability to design and plan expressive and formative worship with and for particular congregations and faith communities with an ability to critically evaluate and explain the theological implications of liturgical decisions. [MDiv 5.2]

Assessment: final ordo assignment

Learning Methodology and Environment:

Your instructors will employ a teaching style that tries to appeal to the various ways in which students learn. To this end, you will encounter course content in a variety of forms (such as mini-lectures and multi-media presentions [written recorded, audio and/or video]; links to web-based resources; artistic expressions). You will also be performing a variety of activities throughout the course in addition to doing the assigned readings (such as quizzes; discussion forums; short essays; research assignments; collaborative exercises; presentations; liturgy planning, and the like). You will be doing theological and liturgical analysis that requires critical reflection on liturgical texts, resources, and practices and you will have opportunities to do liturgical planning. Your own personal background, experiences, and contexts are also "texts" that you will be encouraged to share with the class and to bring into dialogue with the course material.

While the assignments will provide opportunities for active learning, ultimately you are expected to take active responsibility for you own learning. This will require:

- Intellectual curiosity;
- Interactive engagement with classmates and instructors through discussion, and active participation in group or collaborative activities, including Zoom sessions;
- Scheduling and managing time in order to complete all course work in a timely manner;
- Respect for diverse opinions, cultures, theological outlooks, liturgical experiences and preferences that others will bring to the class;
- Asking questions and staying in touch with instructors if you are falling behind or having any personal or academic difficulties that are interfering with your course work;
- Being attentive and responsive to course anouncements, updates, and courserelated email.

To participate fully in this online course you will need regular access to a computer; a stable internet connection (hard wire is strongly recommended); headphones with microphone; a web camera (internal or external to your device); and commonly used apps such as MS Word/Apple Pages, MS PPT/Apple Keynote; a media player such as RealPlayer or Quicktime. Consult Canvas for additional details about tech requirements.

Your instructors will make every effort to make your learning environment accessible. If you are a person with a physical, learning, or other disability that may pose a challenge to you in this course, we encourage you to make a request for accommodations as soon as possible. Such requests must be made directly to academic dean, but your instructors would appreciate your letting us know when such a request is pending.

Required and Recommended Books and Resources: See Appendix A, attached

Course Schedule, Calendar, and Assignments: See Appendix B, attached

The major topics covered in this course are divided into seven modules within our online learning management system, Canvas. Each module requires that you complete specified readings, work through the instructional content, perform various learning activities, and complete one or more assignments by the specified due dates within each module. The course schedule and assignments are summarized in detail in Appendix B.

Your final grade for the course will be based on the weight given to the total of the graded assignments within each module, as indicated below. The schedule, module topics, and grade distribution are as follows:

Schedule	Module	Grade Distribution 100%
9/8 to 9/12	I. Worship Characteristics and Contexts	10%
9/14 to 9/26	II. History of Anglican Episcopal Liturgy and the Book of Common Prayer	10%
9/28 to 10/10	III. Contemporary Episcopal Liturgy	12%
10/12 to 10/24	IV. Liturgical Time and Daily Office	12%
10/26 to 11/7	V. Baptism, Confirmation and Related Pastoral Rites	12%
11/9 to 11/21	VI. Sacramental Theology	12%
11/23o 11/29	Thanksgiving/Reading Week	-
11/30 to 12/12	VII. Eucharist	12%
12/19	Final Ordo Project	20%

Coursework Expectations:

1. Self-Introduction: in a discussion forum provided for this, **due on or before September 8th**.

2. Liturgical Context Profile: due on or before September 8th.

3. Preparedness, attendance and active participation in four synchronous sessions.

4. Timely completion of assigned reading and course material within each module.

5. Timely and satisfactory submission of asynchronous writing assignments, quizzes, discussion forums, and other graded activities. (see Appendix B for details)

6. Timely and satisfactory completion of a **final project**: an *ordo* for a Baptismal Eucharist. This project will be added to your student portfolio. See "A Word About Assessment" on page 6.

7. Participation in worship is an integral part of your formation. In this class, each synchronous session will include an opening prayer and closing office. Your participation and leadership is voluntary but encouraged. Milner Seifert will coordinate the schedule of student leaders. See the worship sign up sheet on our Canvas site.

<u>NOTE: Discussion Forum posts that are not submitted on time will not</u> receive credit since late posts have an adverse effect on other students' <u>ability to respond and interact.</u>

Evaluation, Feedback, and Grading:

Detailed instructions for submission of assignments will be provided in Canvas, along with grading rubrics. You will receive instructor feedback individually and/or collectively along the way and, for graded work, you will ordinarily get feedback before the next assignment is due.

Letter grades for students taking the course for graduate credit will be based on compliance with course requirements; comprehension of and thoughtful engagement with readings and other course content as demonstrated in both class participation and written assignments; quality of written work in terms of clarity, depth of substantive reflection, critical and creative use and/or application of theological and liturgical resources; responsiveness in discussion forums to questions posed with thoughtful responses to the work of peers; and compliance with instructions. Please consult the grading rubrics for various types of assignments on our Canvas site.

Students taking the course for credit must complete a course evaluation prior to receiving their grade.

Auditors and CEU students are not graded, but in order to demonstrate attendance and engagement with the course modules and to earn a transcript entry of audit completion (AU), or CEU credit (CE), you are expected to do the reading and writing assignments and to participate in discussions. You are not required to submit the final ordo assignment or to attend the synchronous sessions. However, attendance and participation in Zoom sessions is welcomed. Achievement of each of the course goals and outcomes will be assessed based on satisfactory completion of the course requirements outlined above.

Letter grades will be assigned for all students taking the course for credit, as follows:

Bexley Seabury requires a minimum grade of C to pass a course.							
Grade Points	Description	Grade	Points	Description	Grade	Points	Description
A (4.00) 96-100 B (3.00) 84-86 C (2.00) 70-74 F/NC (0) <70	Superior/Mastery Good (high) Acceptable/Adequate Unacceptable (Fail/No Credit)	A- (3.67) B- (2.67)	90-95 80-83	Excellent Good (low)	B+ (3.33) C+ (2.33)	87-89 75-79	Very Good Acceptable (high)

A Word about Assessment:

Bexley Seabury Seminary regularly evaluates the quality of our programs using a variety of data, including documents that are deposited into student portfolios. These portfolios consist of designated student work (artifacts) from each course, along with the instructor's graded artifact and a scored rubric that assesses the work in light of desired curricular outcomes. The designated assessment artifact for this course is **the final ordo assigment**

We use your portfolio to assess student learning (in the aggregate) and the effectiveness of our curricula in reaching desired goals and objectives. This process does not involve any further evaluation of your work for grading purposes. No identifying information will be included in any evaluation or report provided to our accreditors or other outside parties. For further information, see the Student Handbook. You may also talk with your instructor, your advisor, the Assessment Coordinator (Lelia Fry, <u>Ifry@bexleyseabury.edu</u>), or the Academic Dean, (Terry DeLisio, <u>tdelisio@bexleyseabury.edu</u>).

ALL STUDENTS IN BEXLEY SEABURY COURSES ARE EXPECTED TO BE FAMILIAR WITH THE FOLLOWING INFORMATION THAT IS PROVIDED ON CANVAS:

- ACADEMIC POLICIES AND FORMS;
- REQUESTS FOR WITHDRAWALS, EXTENSIONS, AND INCOMPLETES;
- TECHNOLOGICAL REQUIREMENTS AND ASSISTANCE,
- WRITING GUIDELINES AND ASSISTANCE;
- COURSE NETIQUETTE;
- PROHIBITION OF PLAGIARISM

Appendix A

Course Bibliography

This bibliography may be updated as course developments warrant.

Required Texts:

- Bell, John L. *The Singing Thing: A case for congregational song*. Chicago: GIA Publications, Inc., 2000. ISBN: 1-57999-100-9.
- Guilbert, Charles Mortimer. *Words of Our Worship*: A Liturgical Dictionary. New York: The Church Hymnal Corporation, 1988. ISBN-13: 9780898691788
- Halley, Marcus George. Proclaim! Sharing Words, Living Examples, Changing Lives: An Exploration of the Episcopal Liturgy from a Black, Queer, Millennial Perspective with an Eye Toward Proclamation and Justice. New York: Church Publishing, 2020. ISBN: 978-1-64065-242-2 (pbk).
- Hawn, Michael C. *Gather into One: Praying and Singing Globally*. Grand Rapids: William B. Eerdmanns Publishing Company, 2003. ISBN: 0-8028-0983-9.
- Macquarrie, John. *A Guide to the Sacraments*. New York: Continuum, 1997. ISBN: 0-8264-1100-2 (pbk).
- Mitchell, Leonel L., updated by Ruth A. Meyers. *Praying Shapes Believing, Revised: A Theological Commentary on* The Book of Common Prayer. Harrisburg: Morehouse Publishing, 2016. ISBN-13: 9781596272729.
- Sydnor, William. *Prayer Book Through the Ages. Revised Edition.* Harrisburg: Morehouse Publishing, 1997. ISBN: 0-8192-1509-0.
- Turrell, James. F. Celebrating the Rites of Initiation: A Practical Ceremonial Guide for Clergy and Other Liturgical Ministers. New York: Church Publishing, 2013. ISBN-13: 978-0-89869-875-6 (pbk).
- Westermeyer, Paul. *Te Deum: The Church and Music*. Minneapolis: Fortress Press, 1998. ISBN: 0-8806-3146-3.

Liturgical Books and Hymnals to which you will need access in this course and throughout your work at Bexley Seabury, especially during Anglican Liturgy and Music: Theology and Practice (ML 302):

The Book of Common Prayer (1979) – various printings are available.

- Daily Prayer for All Seasons. New York, Church Publishing, 2014.
- Enriching Our Worship 1: Morning and Evening Prayer, The Great Litany, The Holy Eucharist. New York, Church Publishing, Inc., 1998. ISBN: 0-89869-275-X.

<u>Note: A pdf of</u> *EOW-1 is* available for free at https://www.churchpublishing.org/siteassets/pdf/enriching-our-worship-1/enrichingourworship1.pdf

- The Hymnal 1982. New York: The Church Hymnal Corporation, 1985.
- *Lift Every Voice and Sing II: An African American Hymnal.* New York, Church Publishing, Inc., 1993. ISBN: 0-89869-194-X.
- *Wonder, Love, and Praise: A Supplement to the Hymnal 1982.* New York, Church Publishing, Inc., 1997. ISBN: 0-89869-226-1.
- *Voices Found*. New York, Church Publishing, Inc., 2003. ISBN: 0-89869-2261.
- Vidal-White, Fiona, ed. *My Heart Sings Out*. New York: Church Publishing, Inc., 2005. ISBN: 0-89869-474-4.

Required Readings in Canvas (as web links or .pdfs):

- Campbell, Jean, OSH, "The Daily Prayer of the Church". In *A Prayer Book for the Twenty-first Century,* edited by Ruth A. Meyers, 2-15. New York: Church Publishing, 1996.
- Chauvet, Louis-Marie. *The Sacraments: The Word of God at the Mercy of the Body.* Collegeville, MN: Liturgical Press, 2001: 69-78.
- Cummings, Brian, and Church of England, United Church of England Ireland. "Introduction" in *The Book of Common Prayer: the Texts of 1549, 1559, and 1662.* Oxford: New York: Oxford University Press, 2011.
- Gore, Charles. The Body of Christ: an enquiry into the institution and doctrine of Holy Communion. London: J. Murray, 1920. [Originally published 1901].

- Haldeman, Scott. *Towards Liturgies that Reconcile: Race and Ritual Among African-American and European-American Protestants*. Routledge: New York, 2007). [Chapter 5]
- Hawn, Michael. "Praying for the World." Liturgy 17/2 (2001): 19-30.
- Holeton, David, and International Anglican Liturgical Consultation. *Liturgical Inculturation in the Anglican Communion: Including the York Statement "Down to Earth Worship.* Bramcote, Nottingham: Grove Books, 1990.
- In Holeton, David, and International Anglican Liturgical Consultation. *Our Thanks and Praise: The Eucharist in Anglicanism Today: Papers from the Fifth International Anglican Liturgical Conference [I.E. Consultation].* Toronto: Anglican Book Centre, 1998.

Crockett, William, "Eucharistic Theology." pp. 35-50.

- Dublin Documents, "Principles and Recommendations" and "Working Group Papers" section 1 (Eucharistic Theology). pp. 261-279.
- Harrison, David. "Music and Renewing the Anglican Eucharist." pp. 162-173.
 - Sherlock, Charles. 'Eucharist, Atonement, and Sacrifice." pp. 117-128.
- Lutheran World Federation. *Nairobi Statement on Worship and Culture: Contemporary Challenges and Opportunities*. Lutheran World Federation, 1996.
- Moriarty, Michael. "William Palmer Ladd and the Origins of the Liturgical Movement." *Church History* 64/3 (1995): 438-451.
- Oliver, Juan. Editor. Open (General Convention, 2012). [whole issue]
- Petersen, William. What Are We Waiting For? Re-imagining Advent for Time to Come. Church Publishing: New York, 2017.
- Podmore, Colin. "The Baptismal Revolution in the Episcopal Church: Baptismal Ecclesiology and the Baptismal Covenant." *Ecclesiology* 6 (2010): 8-38.

- Price, Charles P. Introducing the Proposed Book: a Study of the Significance of the Proposed Book of Common Prayer for the Doctrine, Discipline, and Worship of the Episcopal Church. New York: Church Hymnal Corporation, 1976.
- Scudder, Vita. "Social Teachings of the Church Year." *Anglican Theology Review* 99/1 (2017): 9-29.
- Taylor, Jemonde. "Holy Disruption: Worship, Liturgy and Race." *North Carolina Disciple.* (Winter, 2020): 27-29.
- Townshend, Todd. Editor. Open (Advent, 2012). [selected essays]
 - Koyle, D. Jay. "Presidential Ponderings: Tackling a Sacramental Enigma." pp. 1-2.
 - Haddox, Jason. "A Very Brief History of Confirmation in the Episcopal Church." pp. 3, 6-8.
 - Hill, John. "A Never-Ending Quest for the Meaning of Confirmation? pp. 3,6,8.

Liturgical Texts in Canvas (web links)

Book of Occasional Services (2018)

Great Cloud of Witnesses (2015), "Introduction"

Lesser Feasts and Fasts (2018)

Recommended texts for background reading and general reference (not required):

- Crockett, William R. Eucharist: *Symbol of Transformation*. Collegeville: Liturgical Press, 1989. ISBN: 0-8146-6098-3.
- Duck, Ruth C. Worship For the Whole People of God: Vital Worship for the 21st Century. Louisville: Westminster Jon Knox Press, 2013. ISBN-13: 978-0664234270.
- Foley, Edward. *From Age to Age: How Christians Have Celebrated the Eucharist*, revised and expanded edition. Collegeville: Liturgical Press, 2008.

- Hatchett, Marion J. *Commentary on the American Prayer Book*. San Francisco: Harper San Francisco, 1995. ISBN: 0-06-063554-1 (pbk).
- Meyers, Ruth A. Continuing the Reformation: Re-Visioning Baptism in the Episcopal Church. New York: Church Publishing, Inc., 1997. ISBN: 0-89869-195-8.
- Stuhlman, Byron. *Prayer Book Rubrics Expanded*. New York: Church Publishing, 2000. ISBN: 0-89-869160-5.

_____. *A Good and Joyful Thing: The Evolution of the Eucharistic Prayer*. New York: Church Publishing, 2000.

Additional supplemental reading material and resources will be provided in Canvas

Appendix B

Course Schedule

This Appendix summarizes the required reading in each Module by their location, not by the order in which they should be read. The order in which readings should be completed in preparation for the assignments appears in in Canvas, in the course flow for each Module. You will also be guided in each Module on how to prioritize and engage the readings. Some of the readings do require the same degree of close reading than the others. "Review" generally refers to liturgical resources.

All Zoom sessions take place on Saturdays between 10:00 a.m. and 12:30 p.m. (CT).

This schedule and its content may be modified as course developments warrant.

WELCOME! LET'S GET STARTED			
To Do	Assignments		
Visit the Canvas Course and Open the Welcome Module	Introduce yourself in Canvas by 9/8; read each others' intros before our Zoom session on 9/12		
Complete Liturgical Context Profile	Also by 9/8; read profiles of those in your assigned group before our Zoom session on 9/12		

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9/8 to 9/12	Module I: Worship Characteristics and Contexts		
Required Reading		Assignments	
Bell, The Singing Thing (whole Book)		Forum on Bell: Thurs. by 9/10	
Halley, Proclaim, Introduction and Ch. 1-2		& response to peers by Mon. 9/14	

Zoom Session 9/12

9/14 to 9/26	Module II: History of Anglican/Episcopal Liturgy and of the Book of Common Prayer	
Re	quired Reading	Assignments
Sydnor (whole Boo	,	Quiz: by Mon. 9/21
Westermeyer, Ch 1	, 3-7	
Mitchell/Meyers, Ch. 1		"Top Ten" Assignment: by Thurs. 9/24 @ midnight
BCP (Table of Contents, pp 9-14) BCP p 866 (Preface 1549) EOW-1, 5-17		
<i>In Canvas:</i> Moriarty, "William Palmer Ladd and the Origins of the Liturgical Movement" Price, <i>Introducing the Proposed Book</i> , pp 1-45		
Zoom Session 9/26		

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9/28 to 10/10 Module III: Contemporary Epis	scopal Liturgy (and Culture)
Required Reading	Assignments
EOW-1, pp. 5-17	Response to Music Resources by Sat.
Westermeyer; Ch 10-13	10/3
Prefatory material in H82, LEVAS II, WLP,	
VF, MHSO, EOM-1, EOM-2	Forum #1- Liturgy and Culture: Wed.
	10/7, Sat. 10/10
In Canvas:	
Holeton, Liturgical Inculturation, "Down To	Forum #2- Global Song: Thurs. 10/8,
Earth Worship," (York Statement) pp. 6-13	Sun. 10/11
Nairobi Statement (ELCA)	
Haldeman, Towards Liturgies that Reconcile, Ch. 5	
Hawn, Gather, Ch. 1, 7-9	
Hawn, "Praying for the World"	
Taylor, "Proclaim"	

10/12 to 10/24	Module IV: Liturgical Time		
Red	quired Reading	Assignments	
Mitchell/Meyers, (Westermeyer, Ch		Hymn Selection Assignment: by Mon.10/19	
	-33, 148, 158, 211-261,	Forum: "Three Things" by Thurs. 10/21 and Sun. 10/23	
Scudder, "Soci Year" Petersen, "Wha Introduction <i>Review:</i> Lesser Feasts Great Cloud of	Vanderbilt University al Teachings of the Church at Are We Waiting For?" and pp. 1-9; 31-47 <i>and Fast</i> s (2018) <i>Witnesses</i> (2015) ble of contents and pp. 5-7; -309		
Daily Prayer Mitchell/ Meyers, BCP pp. 74-143, Review: Daily Prayer for A	582-584, 934-935		
	ily Prayer of the Church"		
	Zoom Sessio	on 10/24	

10/26 to 11/17 Module V: Baptism, Confirmation, and Related Pastoral Rites		
Required Reading	Assignments	
Turrell, Ch. 1-3, 6	Case Study Assignment:	
Macquarrie, Ch. 6-7	by Tues. 11/3	
Halley, Ch. 8		
BCP pp. 298-314, 412-421, 855, 858-859, 873	Hymn Selection Assignment by 11/4	
<i>In Canvas</i> Baptism, Eucharist ad Ministry (BEM, pp. 2-7) BOS, pp. 125-144, 147-153 Podmore, "The Baptismal Revolution in the Episcopal Church" Open Table Practice, Selected ATR essays	Forum-Open Table: by Thurs. 11/5 & Sat. 11/7	
Zoom Session 10/31		

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11/9 to 11/21 Module VI: Sacramental Theology		
Required Reading	Assignments	
Macquarrie, Ch. 1-4	Forum: Q & A Exchange	
Halley, Ch. 3	by Tues. 11/17 & Fri. 11/20 @noon	
BCP Catechism, pp. 857-858; Articles of Religion		
XXV (of the Sacraments) p. 872-873)		
In Canvas		
Gore, The Body of Christ, Ch. 4		
BOS, pp. 88-111; 289-307		
Chauvet, excerpt from The Sacraments		
TBD on Sacrament and Creation Care		
Zoom Session 11/21		

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Thanksgiving-Reading Week			
Complete Westermeyer	Discussion Forum Post Due: by or		
	before 11/28; Peer response: 12/2		
Continue Halley, Ch 4-5, pp. 40-64 (Recommended: Ch. 6-7)			

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11/30 to 12/11 Module V: Eucharist		
Required Reading	Assignments	
Mitchell/Meyers, Ch. 6	Quiz: Liturgy of the Word by Wed. 12/3	
Macquarrie, Ch. 10-13		
Halley, Ch. 9 to the end.	Forum: by Mon. 12/7 & Wed. 12/9	
BCP pp. 350-409 (353 and 406-409 first);859-60,		
873	Anatomy of a EP Worksheet	
EOW-1, pp 50-71	by Wed. 12/9	
<i>In Canvas</i> Holeton, <i>Our Thanks and Praise</i> selected essays and Dublin Documents TBD (virtual eucharist) Inclusive Language revisions (2018) ARCIC docs	EP Theology Assignment by Fri. 12/11	
Zoom Session 12/12		

FINAL ORDO PROJECT IS DUE ON OR BEFORE 12/19