

Xavier University of Louisiana

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The Institute for  
Black Catholic Studies

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\*Master of Theology\*  
An Interdisciplinary Degree in  
Pastoral Studies

Handbook

2022-2023



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**XAVIER UNIVERSITY OF LOUISIANA**

**THE INSTITUTE FOR**

**BLACK CATHOLIC STUDIES**

**HISTORY**

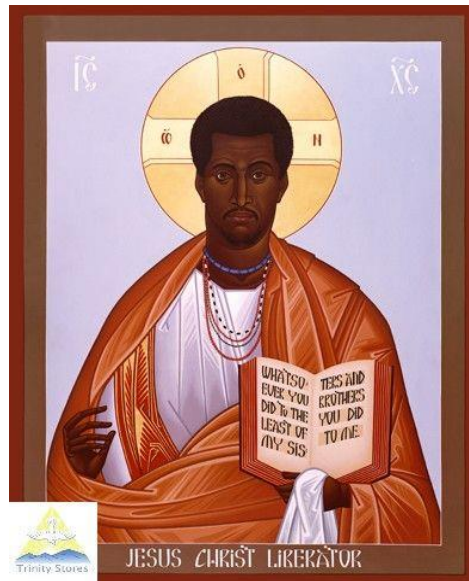
The historical roots of the Institute for Black Catholic Studies Th.M. Program at Xavier University of Louisiana are connected to the National Black Clergy Caucus (NBCCC), founded in 1968 and the Black Catholic Theological Symposium, founded in 1978. Leaders in the NBCCC and the BCTS proposed the establishment of an educational institution designed to meet the pastoral and intellectual needs of Black Catholics. In 1979 with the support of the NBCCC, Father Thaddeus Posey, OFM, Cap., met with Dr. Norman Francis, President of Xavier University of Louisiana to discuss the creation of such a program of studies. At this meeting, Father Posey presented a proposal that was the collaborative work of Father Posey, Father David Benz, Father Edward Branch, Sister Jamie T. Phelps, O.P. and Sister Toinette Eugene, PBVM. Dr. Francis agreed that Xavier would host the program.

In the summer of 1980, the Institute for Black Catholic Studies convened for the first time. The inaugural faculty and courses were Father Cyprian Davis, O.S.B., who taught Church history, Father Joseph Nearon, SSS, who taught Black Approaches to Scripture, and Sister Toinette Eugene, PBVM, who taught Black Approaches to Religious Education. Mr. Steve Wesley was scheduled to teach Catholic Education in the Black Community, but that course was dropped. Father Posey served as the program director. Sixteen students enrolled that summer.

In 1982, the Board of Trustees of Xavier University of Louisiana approved the curriculum for a master's degree program in pastoral theology and Xavier's Graduate school accredited the IBCS's Th.M. program. Sr. Eva Marie Lumas, SSS, Sister Addie Lorraine Walker, SSND, and Father James Voelker earned the first IBCS Th.M. degrees, which were awarded in 1984.

The IBCS strives in every way to meet the charge Pope Paul VI issued to Catholics of African descent - to enrich our Roman Catholic Church with our "precious and original contribution" of Blackness.

Please check website <https://www.xula.edu/ibcs-history> for a detailed and updated presentation of IBCS history.



## **MISSION STATEMENT OF XAVIER UNIVERSITY**

Xavier University of Louisiana, founded by Saint Katharine Drexel and the Sisters of the Blessed Sacrament, is Catholic and historically Black. The ultimate purpose of the University is to contribute to the promotion of a more just and humane society by preparing its students to assume roles of leadership and service in a global society. This preparation takes place in a diverse learning and teaching environment that incorporates all relevant educational means, including research and community service.



**St. Katharine Drexel, S.B.S.**  
Foundress of the Sisters of the Blessed Sacrament  
and Xavier University of Louisiana

## MISSION STATEMENT OF THE INSTITUTE

To be the premiere institution for educating and forming spiritually and culturally competent, effective pastoral ministers for the Black Catholic community, domestically and globally.

## THE INSTITUTE EXPERIENCE

The Institute offers more than an academic education. Each member of the community is also expected to meet the responsibility of participating in the religious, social, and cultural activities sponsored by the Institute. These activities provide for the deepening and enriching of the lives of students and faculty and are irreducible elements of the educational process. The Institute is a holistic experience: we celebrate the freedom given by God the Liberator to all. In daily Morning Praise and daily celebration of the Eucharist, the members of the Institute come to life as a community transformed by faith. The pedagogy of collaborative, participative learning informs all classroom experience and permeates the general atmosphere of the Institute summer sessions. From the gathering at Morning Prayer to the group study sessions late into the night, blending into the meals, cultural excursion and purposeful social recreation activities crafted within the schedule sharing, mutual respect and support are hallmarks of the Institute experience. IBCS participants set down deep roots for the establishment of what is, for many, a primary community. Because the students in IBCS programs are

required to develop Practicum projects that will benefit the larger communities in which they serve, what has been shaped and shared during the summer session has benefit throughout the year. One measure of the success of the IBCS vision is the imaginative, intelligent, dedicated leadership of students, staff and faculty of the IBCS in the Black Catholic community on local, regional, national and international levels.

## **EDUCATIONAL PHILOSOPHY**

The curriculum of the Institute for Black Catholic Studies has been developed to support effective and professional ministry. To this end, the curriculum challenges the student to recognize contemporary theological and pastoral issues, to engage in social and cultural efforts for justice, and to confront all these in the light of the Gospel and the Catholic Christian tradition.

The curriculum of the entire Institute is structured from an interdisciplinary and participative vantage point, shaped around solid theological core courses, and focused on critical reflection regarding pastoral work. The Institute assists the student in achieving the following objectives:

1. to appropriate the religious and cultural value, the history and the contributions of Black Catholics to the Roman Catholic Church, particularly in the United States
2. to understand the emergence and development of African American Christianity;
3. to engage methods and interpretative approaches to theology and philosophy, liturgy and worship, sacramental ministry and preaching, catechetics and pastoral ministry that reflect Black African American religious and cultural experiences;
4. to address ethical and moral questions relating to the Black community; to critically appropriate and understand the culture and arts of the African American peoples;
5. to develop methods of education and styles of leadership for the benefit of the rural and urban Black community;
6. to sponsor and conduct research on historical, social (i.e., political, economic, and technological), cultural issues that impinge on the spiritual, the psychic, and the physical health of the Black community.



## **LIBRARY COLLECTION AND RESEARCH RESOURCES (Internet Journals and Archives/Special Collections)**

[The University Library](#) collection is currently composed of approximately 76,646 physical volumes and 614,091 digital volumes and more than 1,460 active physical serial titles and 83,542 digital titles. The microform collection numbers over 928 units.

[The library](#) has a total of 1,213 physical media titles on compact disc, tape, or vinyl disk, and VHS tapes located on the second floor of the library. There are also a total of 120,185+ digital titles through such streaming services as Kanopy and Academic Video Online.

[Full-text articles](#) in major publications in the sciences and humanities are available through the library's website and discovery service. There are four tablets located on the first floor of the library for research purposes and a [computer lab](#) to access all electronic resources provided by the library. And on the fourth floor of the library are the reference books, covering subjects such as Theology, History, and Catholicism.

Through the library's [Interlibrary Loan Service](#), IBCS faculty and students can request items that are not currently in the library's collection. The ILL service gives the option of requesting journal articles or book chapters via the [Article Request or Book Chapter Request Form](#). To request books, DVDs, eBooks, Databases, etc., the [Material Request Form](#) is to be filled out and submitted.

The [Xavier University of Louisiana Archives and Special Collections](#) maintain and preserves a unique collection of manuscripts, university records, photographs, ephemera, and rare books, with a focus on African Americans, Black Catholics, New Orleans Communities, Louisiana History, and the Gulf Coast Region.

Check the XULA Library website <https://xula.libguides.com/Library/Hours> for the schedule for Summer Session II during which the Institute for Black Catholic Studies is in session. The library is closed on July 4th, Independence Day.

## **MASTER OF THEOLOGY**

### **DESCRIPTION OF MASTER OF THEOLOGY DEGREE**

The Graduate Division of the College of Arts and Sciences of Xavier University offers a Master of Theology, Th.M., degree through the Institute for Black Catholic Studies (IBCS). The Th.M. degree is an interdisciplinary degree in pastoral theology. The master's degree program is designed to provide graduate-level professional education in systematic and pastoral theologies, pastoral ministry, preaching, catechetics, ethics, aesthetics, history, and the social sciences with a focus that reflects the Black religious, cultural and Catholic experience. The program brings together theory and practice in an interdisciplinary context of rigorous academic study to provide students with knowledge, skills and values needed for professional ministry in the Black community. The program has a diverse set of goals that are sensitive to the professional and pastoral interest of the students. The focus of the graduate studies is lay ministers, vowed religious and deacons, as well as clergy who are engaged in or preparing for ministry in Catholic parishes and diocesan offices in the areas of parish leadership, religious education, liturgical leadership, campus ministry and education.

The Master's degree focuses on the religious, cultural, and historical contributions of Black Catholics to the Roman Catholic Church in the United States. To that end, the program engages students in the theological traditions, pastoral methods and approaches that reflect the Black religious and cultural experiences of Black Catholics and the Black community. The IBCS graduate degree program develops the student's competencies in contemporary pastoral and theological practices.

Graduates from the IBCS degree program will be able to:

- recognize the ministry needs in the Black community
- draw on sound pastoral and inter-disciplinary theological theory to respond to those needs



- understand the culture, tradition, and faith experiences of Blacks in the Catholic Church.

## **PURPOSE OF THE DEGREE PROGRAM**

The Institute for Black Catholic Studies provides a resource and research center for the study of the Black Catholic community in the United States. The Master of pastoral Theology Program (Th.M.) began at Xavier in 1980. It is the only graduate program in pastoral theology taught primarily from a Black Catholic perspective in the United States. Like the other educational components of the Institute, the Th.M. degree program offers courses that focus on Black approaches, critiques, and contributes to history, philosophy, systematic and pastoral theologies, preaching, catechetics, aesthetics, and pastoral ministry.

The graduate degree program blends rigorous academic and personal learning. It equips students with methodological tools for critical understanding, analysis, and evaluation. At the same time, the program helps students integrate theory and praxis, theology, and pastoral ministry. An integration of this nature should result in sound personal growth, continual building of the faith community life, end an effective ministry.

As an integral part of its programs, the Institute expects the graduate students to participate fully in all aspects of IBCS community life. Liturgical experiences, social engagements, shared meals, and collaborative study groups are all part of the IBCS “experience.” To facilitate this, all IBCS participants are strongly encouraged to live on campus during the summer session.

## **APPLICATION PROCESS ADMISSION REQUIREMENTS**

Applicants with a bachelor’s degree from an accredited institution who demonstrate successful academic and professional potential for ministry will be considered. Admission to the Graduate Degree Program depends on admission to the Graduate Division of the College of Arts and Sciences of Xavier University. Applicants for admission must:

1. Submission of the completed Graduate Division of the College of Arts and Sciences application form accompanied by the application fee.
2. Possession of baccalaureate degree from an accredited institution.

3. Submission of an official transcript(s) of all undergraduate and, where applicable, of all post-baccalaureate course work. Full admission requires an overall minimum average of 2.5 (on a scale of 4.0). An applicant with a Master degree must submit both official graduate transcripts to the Graduate Division of the College of Arts and Sciences.

4. Submission of letters of recommendation

5. Submission of scores from the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT). Minimum acceptance is 800 on the GRE (verbal and Quantitative) or 30 on the MAT. Scores must be within five years of application to the Graduate Division of the College of Arts and Sciences. The testing agency must submit those scores directly to the Graduate Division of the College of Arts and Sciences. An applicant possessing a Master's degree from an accredited institution is not required to take the GRE or MAT.

6. Evidence of proficiency in written English. International applicants must present the results from the Test of English as a Foreign Language (TOEFL).

7. Complete the University Health Clearance.

**NOTE:** Students requesting scholarship assistance must submit full and complete the scholarship application form with required documentation before the posted deadline. The application can be obtained from the IBCS office and website.

### **TRANSCRIPT POLICY**

The transcripts for admission purpose must be official copies sent directly from the originating school or college to the Graduate Division of the College of Arts and Sciences. Unofficial transcripts submitted by applicants are not acceptable for admission purposes.

### **ADMISSION TO THE DEGREE PROGRAM**

#### **FULL ACCEPTANCE**

An applicant is granted full acceptance provided all admissions requirements have been completed: GRE or MAT score, official transcript & baccalaureate degree with a minimum overall average of 2.5 (based on a 4.0 grade point scale), letters of recommendation, personal interview, and approval by the Admissions officer of the Graduate Division of the College of Arts and Sciences and the Associate Director of the Th.M. Degree program.

## **CONDITIONAL ACCEPTANCE**

Applicants whose cumulative grade point average or test score is below the required admission standards may be considered for conditional admission if the applicants meet all other criteria established for admission. In the first semester of graduate study (i.e., first academic year after acceptance), students admitted on conditional status will be required to have earned a grade of B or better in all courses taken (minimum 6 - 9 semester credit hours). Students who fail to meet these minimum performance requirements, will not be permitted to enroll in courses the second semester and will be dismissed from the program.

## **TRANSIENT STUDENTS**

The IBCS welcomes qualified transient, or visiting students, who are enrolled in a graduate studies program in another accredited academic institution. Transient students must submit an updated transcript and a letter of recommendation from an academic representative of their home school with their IBCS application. At semester end, the student must request the transfer of IBCS/XULA credit hours (no more than 9 hours total).

## **REGISTRATION AND ORIENTATION**

Final registration will be conducted online through the Institute for Black Catholic Studies and the University Office of the Registrar.

### **REGISTRATION**

Completion of the Xavier University registration process requires clearance through Health Services. The required forms are available online and through the Health Services Office. Students must submit all the necessary documentation in advance of registration. Without health clearance, students will not be allowed to complete registration for IBCS courses.

Advisors and Program Directors assist the students with registration. Registration includes providing the registrar's office with a completed course schedule approved by the Associate Director of the Degree Program, satisfying tuition payments with the Office of Student Accounts, purchasing books and receiving a student ID card.

### **ORIENTATION**

IBCS Community Life staff are available to welcome, assist and direct students as they arrive on campus.

Orientation is typically held on the Sunday afternoon before the start of classes. The orientation is an opportunity for IBCS administration and faculty to welcome new and returning students to the IBCS program. During the orientation students receive information that will assist them throughout the summer session. Students

and faculty meet the program's staff and are informed of the University's and the Graduate Division of the College of Arts and Sciences' policies and procedures, the location of key buildings on campus and activities schedules. Continuing students serve as mentors and facilitators in small group discussions.

*\*\*\*Ordinarily non-local students are encouraged to stay on campus and to share housing (double occupancy) to facilitate community and to encourage collaborative study.*

## **ACADEMIC INFORMATION**

### **REQUIREMENTS FOR THE Master OF THEOLOGY DEGREE**

#### **Th.M. (An interdisciplinary Degree in Pastoral Studies)**

The Institute for Black Catholic Studies, in adherence to the rules and regulations of Xavier University of Louisiana, follows the guidelines for accreditation established by the Commission on Colleges of the Southern Association of Colleges and Schools.

#### ***All students will be required to complete:***

1. Thirty-six (36) hours of graduate credit  
Introduction, Core and Area Requirement Courses (24 hours)  
Electives (6 hours)  
Practicum (6 hours)
2. A major paper which is evaluated on the quality and value of the research and methodology as well as the evidence of thorough theological integration of the instruction received in the program.
3. A written qualifying examination on the core and area requirements, which must be completed before the student is admitted to candidacy for the degree.
4. A comprehensive oral examination based on the Practicum and the major paper.
5. A Practicum that entails supervised work in the Black community and represents an initiative directed toward systemic change in pastoral ministry among Black Catholics.

While the major work for the degree is usually done during the three-week summer session (for five to seven summers), some graduate courses may be offered during the regular academic year on the Xavier campus or in approved remote learning formats.

A student may register for courses as a non-degree-seeking student with the approval of the Vice President of Academic Affairs. The student may retain this status for no more than two summers. In no case will anyone be allowed to take more than nine (9) credit hours as a non-credit-seeking student or transient student.

### **ACADEMIC PROBATION**

Students in the IBCS Degree Program are required to maintain standards of academic excellence in all ThM coursework, examinations, research, and practicum presentations. A grade of C or lower is not considered passing; students must receive a final grade of B or higher in all courses taken at the Institute.

A student who receives a final grade of C in any course will be placed on Academic Probation and will have to re-take and earn a B or better in the course in which they earned the C. When a student earns a C in an elective course that is not offered on a regular rotation, they, in consultation with the Academic Advisor/Associate Director for the Degree Program, may take another approved IBCS elective but must earn a grade of B or better.

Students remain on academic probation until they retake the course in which they received a C (or an approved elective). Students on academic probation are not eligible for membership on the Policy Committee or other IBCS positions of leadership positions.

### **ACADEMIC DISMISSAL**

Students on Academic Probation who earn a second grade of C, will be academically dismissed, and must appeal in writing to resume their IBCS Degree Program study. Conditions for continuation in the graduate program must be recommended by the Advisor and the Chair/Director of the graduate program. Students who are approved on appeal to resume study in the IBCS may be limited to one course the following semester. Students on academic probation are not eligible to serve on the Policy Committee or in other IBCS leadership positions.

### **TRANSFER CREDIT**

Students are allowed to transfer up to six (6) hours of credit done in an accredited institution other than Xavier University of Louisiana/IBCS. The Associate Director for the Degree Program should be the first point of contact.

Incoming students desiring to use previously earned college or university credits for the IBCS Degree program must, within the first year of their new student enrollment in the IBCS, follow Xavier University protocol to transfer course equivalency.

Current students who want to take courses elsewhere for IBCS/XULA credit must first obtain formal permission from Xavier University before registering for the course. With rare exception, the Th.M. degree introduction and core courses must be taken at Xavier University of Louisiana through the Institute for Black Catholic Studies. ThM area requirement and elective courses may be taken at other institutions for transfer credit for the Degree program. Any course proposed for transfer credit must be an equivalent substitute for a course in the IBCS curriculum. NOTE: Students must consult the Associate Director for the Degree Program for preapproval before registering for any course taken at another educational institution that is intended to be transferred for IBCS credit.

Transfer credit is awarded to the student based on the following submissions:

- An official transcript of the course from the Graduate Division of the College of Arts and Sciences or seminary in which it was offered,
- A copy of the University catalogue description of the course,
- A copy of the syllabus used in the course under consideration,
- A list of the books used in the course under consideration,
- A copy of the graded graduate research paper completed for the course.

### **ADMISSION TO CANDIDACY**

A graduate student is not an actual candidate for the ThM degree until granted formal admission to candidacy. To be admitted to candidacy, the student must 1) successfully complete a written qualifying examination on at least three Core and Area requirements and 2) earn the semester hours cited in the Requirements for Completion of the Th.M. Degree. The student must also have removed all deficiencies, obtained written approval of his/her advisor, signed the Application for Candidacy form, and received approval from the Graduate Council.

## DEGREE PROGRAM TIMELINE

The following recommended “timeline” may assist students in successfully completing the course of study and requirements for the Th.M. Degree Program.

I.	Assignment of Academic Advisor	First Summer
II.	Qualifying Examination	Third Summer
III.	Major Paper Presented	Fourth Summer
IV.	Practicum Project (Proposed)	Fourth Summer
V.	Practicum Project (Presented)	Between the Fourth/Fifth Summers
VI.	Comprehensive Examination	Fifth Summer

## ACADEMIC ADVISEMENT

Advising responsibilities are assumed by the graduate faculty in the following capacities: **Academic Advisor, Research Advisor, and Practicum Advisors.**

### A. Academic Advisor

Although the Associate Director of the Degree Program gives final approval to all project and program requirements, each student is assigned an Academic Advisor at the time of entrance into the Degree Program. The Academic Advisor will assist the student in the design of her or his individualized course of study. Thus, the Academic Advisor is the primary contact for discussing the fulfillment of all degree requirements and gives initial approval to the Practicum project and to the topic of the Major Research Paper.

### B. Research Advisor

A faculty member whose training and/or expertise lie in the student’s major area of concentration serves as the Research Advisor. The Research Advisor also may or may not be the student’s Academic advisor. The Research Advisor assumes the role of primary advisor for the Major Paper.

### C. Practicum Advisor

Depending upon the topic for the Practicum Project, the Practicum Advisor may or may not be the student’s Academic Advisor. The Practicum Advisor assumes the

role principal consultant for the Practicum. The student is expected to choose an advisor working within her/his area of concentration or interest.

**D. Student Participation in Advisement**

It is the joint responsibility of the student and the Academic Advisor to plan the student's program and to consult as necessary with the Associate Director for the Degree Program. The student should feel free to communicate with the Academic Advisor outside the period of the summer session. *The student must assume the primary responsibility fulfilling all degree requirements and meeting all deadlines.*

**E. Change of Advisor**

Students may request a change of Research or Practicum Advisor but are expected to consult with the Academic Advisor. *In all cases, the permission of the Associate Director for the Degree Program is required.* A Student is expected to choose a Research or Practicum Advisor whose scholarly field is within or attends to the student's area of concentration.



## QUALIFYING EXAMINATION

This examination serves as an opportunity for a detailed review of the material encountered in those courses designed as the Core and Area Requirements for the Th. M. degree Program. A qualifying examination, which is written, is required of every candidate for the Master's degree.

### A. Prerequisite for the Qualifying Examination

At least three (3) Core courses (and appropriate courses from the Area Requirements) and the Qualifying Examination must be completed successfully in order to apply for candidacy of the Degree Program.

### B. Application for the Qualifying Examination

The written Qualifying Examination is given on the first Saturday of the summer session. The student is required to take the Qualifying Examination on three (3) of the six (6) Core courses (or from among the appropriate Area Requirements). The Qualifying Examination may be retaken.

The student is expected to notify the Associate Director of the Degree Program of her or his intentions to take the examination by **letter no later than** February 1st of the year in which she or he proposes to sit for the examination.

The Associate Director for the Degree Program will send an application form, which must be returned before the Study Questions can be distributed? The form will require a listing of the Core and other required courses taken by the applicant. In addition, all of the student's academic records must be in order.

In February, the Study Questions in the respective areas will be sent to applicants. These questions should be viewed as guidelines for study. **The Study Questions are not the questions that will compose the examination.**

### C. Procedure for the Examination

1. The examination may be written in any appropriate medium (i.e., script, typewriter, and computer).
2. Primary sources may be used (e.g., the Bible), but no secondary sources are to be used (i.e., works of interpretation, commentaries, class notes, etc.)
3. The examinations should be completed within allotted time (3hrs.) and returned to the faculty member administering the examination.
4. The written examinations and the grades will be deposited in the Graduate Degree Office files of the Associate Director for the Degree Program.

Upon successful completion of the Qualifying Examination, the students are expected to begin development of the Major Research paper. *Students are required to participate in: IBTH 5997 Integrative Colloquium* which specifically aids the students in the development of their research and practicum proposals.

## THE MAJOR RESEARCH PAPER

The major research paper should be an in-depth study by the student on a topic agreed upon with the Research Advisor. It is an independent project, but the Degree Faculty strongly suggest that, whenever possible, it be related to the Practicum. **The Degree Faculty believes quite firmly that the Major Research Paper and the Practicum Project ought to complement one another.** Thus, Th.M. Degree students are strongly encouraged to design and prepare the Major Research Paper in such a way that it provides the theological and theoretical foundation for the Practicum. The following guidelines detail the planning and completion of the Major Research Paper:

### A. Procedures for Preparing and Submitting the Major Research Paper

The student should submit a proposal to the Research Advisor that includes a statement of the focus or major thesis of the paper, an outline, and a bibliography. A student whose research involves interviews with human subjects must confer with the Associate Director for the Degree Program to ensure that University policies and procedures are followed. A first draft of the research paper should be turned in to the Research Advisor the year *before the formal submission is required*. This ensures that any difficulties or improvements concerning the paper can be addressed in a timely and effective manner.

The completed paper should be no less than twenty-five (25) page in length. The format (footnotes, bibliography, quotations, spacing, etc.) is to conform *either* to Kate Turabian, *4 Manual of Writers of Term Papers, Thesis, and Dissertations* or to the *Modern Language Association (MLA)* format.

Within **three (3) days** following the successful completion of the Oral Comprehensive Examination, the student is required to present **four (4) bound copies of the Major Research Paper and Practicum Report** to the Associate Director for the Degree program who passes the copies on the Director of the Institute for the Xavier Archives and Institute files.

### B. Evaluation of the Major Research Paper

The paper will be evaluated on the quality and value of the research and method as well as evidence of theological integration. The Research Advisor and one other Reader, who is chosen from the IBCS faculty by the Research Advisor in

consultation with the student, judge the paper. Two (2) factors are determinative of the evaluation of the Major Research Paper:

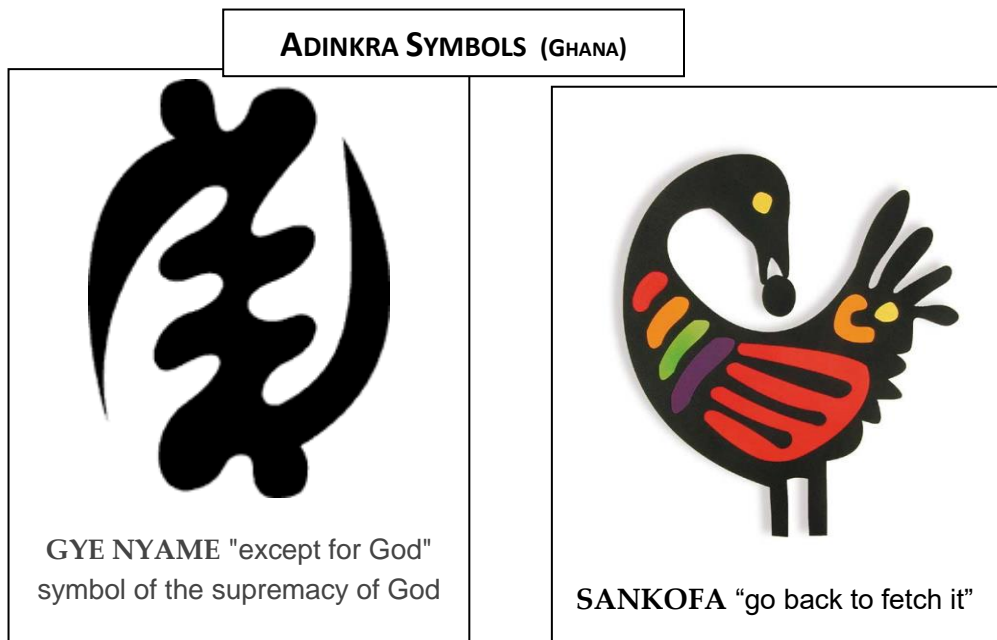
**1. The Quality of the Research**

- a. significance of the research topic or subject,
- b. the clarity and intellectual creativity in defining the problem or question,
- c. the depth and scope of theological understanding and integration relative to the problem or question or topic,
- d. the appropriateness and quality resources used and the validity conclusions.

**2. Method**

- a. clear and distinct understanding and statement of the research or interpretative methods used, along with clear understanding of the relation of those methods to African derived cultures; and
- b. rigor and intellectual creativity in application of the methods.

**DEPOSIT OF GRADUATE RESEARCH PAPERS** The bound copies and signed comments of the two (2) readers awarding the grade are to be filed in the Office of the Director of Institute for Black Catholic Studies. Copies of the bound copies of the research papers are also deposited in Institute for Black Catholic Studies Xavier University of Louisiana Library Archives.



## THE PRACTICUM

Upon successful completion of the Major Research Paper, the students are expected to develop a topic for the Practicum Project. The purpose of the Practicum Project is to demonstrate the student's serious and critical integration of course work and pastoral ministry, whether in the parish or in the classroom or through social ministries. The Major Research Paper identifies, elucidates, and develops the theological and theoretical foundation for the Practicum Project. The Practicum is to develop pastoral programs or engage-in-research projects that will contribute to the larger ecclesial and social community.

The following guidelines detail the planning and completion of the Practicum:

### A. PRACTICUM PLAN A: WORK IN THE BLACK COMMUNITY

#### 1. *Specific Guidelines and Procedures for Practicum Plan A:*

- a. The degree student contacts the Academic Advisor with tentative proposal or ideas for the Major Research Paper and the Practicum.
- b. The Academic Advisor recommends appropriate Research and Practicum Advisors. The student then submits the proposal and the names of the suggested Advisors to the Practicum Committee for review, consultation, and approval.
- c. Once the Practicum Project has been approved by the practicum Committee and after the Major Research and Practicum Advisors have been selected, the research on the major paper should be deepened and the proposal for the Practicum should be developed and refined by the student and the Practicum Advisor.
- d. After final review, the Practicum Proposal is submitted in accord with the approved format to the Practicum Committee, which will present the Proposal to the Associate Director for the Degree Program for final approval. A copy of the practicum Proposal is kept in the student's file at all times.
- e. Upon approval and in consultation with the Practicum Advisor,
  - i. *An Observer of the Practicum is designated. If the Observers are someone (in rare cases) other than the Practicum Advisor, the Observer is designated by the Practicum Advisor in consultation with the student.*

- ii. *The student's Academic Advisor and the Associate Director for the Degree Program will be informed of this designation.*
- iii. *The dates for the Practicum Review are established in consultation with the designated Observer.*
- iv. *The actual implementation of the Practicum is to be recorded electronically. If this is impossible, a significant portion of the Practicum is to be recorded. A ten (10) minute summary tape should be prepared for the Oral Comprehensive Examination.*
- v. *The Academic Advisor and the Associate Director of the Degree Program should be kept informed of the development of the Practicum (dates of the Practicum, etc.).*

## **2. Guidelines and Procedures upon Completion of Practicum Plan A**

- a) The observer of the Practicum submits a written report to the Associate Director of the Degree Program. Four (4) copies of the report will be made and distributed to the members of the Oral Comprehensive Examination Committee. Refer to the Practicum Evaluation Form and Guidelines in this Handbook.
- b) The student prepares the written report to the Practicum Committee.
- c) The students provide four (4) bound copies of the report to the Associate Director of the Degree Program. These copies will be distributed to the members of the Oral Comprehensive Examination Committee.
- d) The Oral Comprehensive Examination on the Practicum and Major Research Paper is scheduled according to guidelines detailed in this **Program Handbook** (refer to suggested schedules for Practicum Plans A and B).



**THE IBCS FOUNDING DIRECTOR AND  
ELDERS OF THE BLACK CATHOLIC COMMUNITY  
ON THE 25TH ANNIVERSARY  
OF THE INSTITUTE FOR BLACK CATHOLIC STUDIES**

July 2005

Fr. Thaddeus Posey, OFM Cap., Ph.D., (IBCS Founding Director); Fr. August Thompson; Sr. Mary Antona Ebo, FSMS; Bishop Dominic Carmon, SVD; Bishop Joseph Perry STD, DD. (Guest celebrant); Sr. Jamie T. Phelps, O.P., Ph.D., IBCS Director; Fr. Cyprian Davis, OSB, D. Hist.Sci.; and Fr. Albert J. McKnight, C.S.Sp., ThM.

**2. PROPOSAL FORMAT (PLAN A):**

**COVER SHEET**

Titles;  
Subtitles;

Submitted in partial fulfillment  
of requirements for the Th.M. Degree Program,  
Institute for Black Catholic Studies,  
Xavier University, New Orleans, LA;

Student's Name;  
Date submitted;

Blank line for date approved;  
Blank line for signature of instructor.

**PHILOSOPHY** Statement of student understands of ministry in the Black community.

**RATIONALE** Statement of need; include supporting material, e.g. demographics of the area of concern.

**GOALS** Statement of mission: What you want to accomplish with your Practicum.

**OBJECTIVES** Participant-centered tasks that will achieve your goals

**PARTICIPANTS** Who will be participating (adults, youth, families, etc.)

**DESCRIPTION OF PROGRAM** Components of program; details of program (step by step process).

**THEOLOGICAL FOUNDATION** Theological, pastoral, ethical, or moral issues; implications for ministry.

**RESOURCES** Bibliography (books, articles, journals, charts, interviews, etc.)

**EVALUATION** Summary of Practicum: Was it a success or does it need revising?

**APPENDIX** Samples of fliers, handouts, etc.

**B. PRACTICUM PLAN B: *THE HISTORICAL ESSAY***

Students who choose this plan in order to fulfill the Practicum Project requirements are expected to conduct historical research and prepare an essay that approaches originality of investigation and makes a contribution to the retrieval and reclamation of Black religious history.

**1. *Specific Guidelines and procedures for practicum Plan B:***

- a) The subject of the essay should be able to be summarized in a basic question: for example, What were the circumstances that led to the establishment of this black parish? There may be a subsequent or minor question: for example, What circumstances led to the growth and development of this black parish?
- b) The proposal should be submitted to the student's Academic Advisor. After Advisor's approval the proposal will then be submitted to the Practicum Committee, which will offer the proposal for review to one or more members of the faculty.
- c) Upon completion of this review process, with the initial approval of the Practicum Committee and the faculty consultant, the student will submit the revised proposal and the name of the Practicum Advisor to the Associate Director of the Degree Program.
- d) Upon completion of the Historical Essay, and after a review by the Practicum Advisor, the student will submit four (4) bound copies of the essay to the Associate Director of the Degree Program. The copies will be submitted to the designated members of the Oral Comprehensive Examination Panel.
- e) The Oral Comprehensive Examination on the Historical Essay is scheduled according to the guidelines found elsewhere in this edition of the IBCS Program Book (refer to suggested schedules for practicum Plans A and B).

**2. *Formal Elements of the Historical Essay:***

- a) The historical essay ought to engage questions of genuine interest to the student and relate to the study of Black Catholic history. The subject of the Historical Essay should treat an historical event, personage, or institution that is related to the history of Africa or African Americans and the Catholic community. The final essay should be no less than 50 pages in length.
- b) The manuscript format in all its parts should follow that prescribed in Kate Turabian, *A Manual for Writers of Term papers, Theses, and Dissertations*. In particular, the bibliography should distinguish between the **primary sources**



which are researched and those **secondary sources** utilized in historical interpretation. The completed manuscript should contain maps, tables, and appendices as dictated by the subject matter (e.g., a parish history might well contain historical maps of the geographic area in which the parish was founded).

**3. Proposal Format (Plan B)**

**COVER SHEET**

Titles;  
Subtitles,

Submitted in partial fulfillment  
of requirements for the Th.M. Degree Program,  
Institute for Black Catholic Studies, Xavier University, New Orleans, LA,

Student's Name,  
Date submitted,

Blank line for date approved,  
Blank line for signature of instructor.

**RATIONALE** Why research this person or event or institution? Why important?

**RESEARCH PLAN** Statement of how you will go about your research: archival, oral histories, etc.

**RESOURCES** Bibliography: distinguish between primary and secondary sources

**APPENDIX** Photocopies of documents, maps, etc.

**C. SUGGESTED SCHEDULES FOR PRACTICUM PLANS A AND B**

The Qualifying Examination, ordinarily, is taken either in the third or fourth summer of matriculation. The proposals for the Major Research Paper and for the Practicum Projects are to be submitted to the Academic Advisor in the *Fall following the successful completion* of the Qualifying Examination.

*Here is the suggested schedule:*

**Summer Session after Qualifying Examination** Preliminary discussion with Academic Advisor and, as needed, with the Chair of the Practicum Administrator.

**November** Proposal ideas or tentative proposal discussions with Academic Advisor. Selection of Practicum Advisor. Discussion of ideas with and/or submission of tentative to Practicum Advisor. Discussion, critiques, revision.

**January** Revised proposal is sent to the practicum Committee.

**Fourth Summer** (At the beginning of the fourth *IBCS Summer Session*) or following the successful completion of the Qualifying Examination) students must submit the written proposal for the Practicum, so that the Practicum Committee can review and grant final approval of the proposal by the end of the summer session.

**August- April** Practicum Project [Plan A] begins. In consultation with the Practicum Advisor, dates and travel arrangements for observance etc., are established.

**May** Faculty submits written report of Practicum Observance to Associate Director for the Degree Program.

Summary Report prepared by the student should be sent to the Associate Degree Program. The members of the Oral Comprehensive Committee are designated to receive their copies of the pertinent material.

**July** Oral Comprehensive Examination (suggested: First weekend of July).

**D. PRACTICUM EVALUATION FORM AND GUIDELINES**

(Practicum Observers **are strongly encouraged** to use this form in the evaluation of Practicum, especially those following Plan A. It is provided here for the benefit of the student).

**Observers: please complete this form and attach additional sheets as needed.**

Student's Name: \_\_\_\_\_

Title of Practicum: \_\_\_\_\_

Date/Place of Observation: \_\_\_\_\_

**Observer's Evaluation Report:**

The Practicum must demonstrate the following:

- an integration of course work and practical ministry
- the project must be used in a parish or classroom or other appropriate site in the African American community
- enables the development of pastoral programs or stimulates further research that will contribute to the larger African American community
- the Practicum Project is grounded in the Major Research Paper
- the Practicum Project fulfills the requirements set by the guidelines found in this Program Book.

Signature of Practicum Observer \_\_\_\_\_

Signature of Student \_\_\_\_\_

Date: \_\_\_\_\_

**E. DISPOSITION OF THE MAJOR RESEARCH PAPER (Plan A) or HISTORICAL ESSAY (Plan B)**

Upon successful completion of the Major Research Paper or Historical Essay, a hardcopy and a digital copy of the work with the required supporting

documentation should be submitted by the IBCS Director to the Office of Graduate Programs for review and signature by the Associate Dean of Graduate Programs. Once the OGP has validated the format and the Associate Dean has approved the Major Research Paper/Historical Essay, it will then be cleared to be sent to the Library Resource Center to be placed in the Digital Repository.

## THE ORAL COMPREHENSIVE EXAMINATION

**The Oral Comprehensive Examination is ordinarily scheduled for the second Saturday of the summer session.** The candidate will be examined by a panel of IBCS faculty who are specialists or competent and conversant in the candidate's area of research. This panel is appointed by the Associate Director of the Degree Program, approved by the IBCS Director.

The purpose of the oral Comprehensive Examination is to provide a structured opportunity for the students to demonstrate her or his integration of learning and insights from course work, the Practicum Project, and the Major Research Paper. More broadly, the goal of the examination is to allow the student to illustrate how the Practicum experience is related to the educational work of IBCS. At the same time, the student must be prepared to demonstrate the practical effect and benefits of the project for the larger Black community, and for other ministries serving the Black community.

The student should bring to the Comprehensive Examination any summary materials concerning the Practicum Project. These materials may include a text, a tape recording, a videotape, a publication, a model, photographs, slides, etc. The demonstration the student will make should last no more than fifteen (15) minutes. In addition, the student is expected to present a formal evaluation of the Practicum Project and her or his particular role in the Project.

The Oral Comprehensive Examination may be retaken. Graduation follows successful completion of the Oral Comprehensive Examination.

### THE DUTIES OF FACULTY PANEL

Since the purpose of the Oral Comprehensive Examination is to provide the student with an opportunity to demonstrate mastery and competence in the area of pastoral theology (whether in a practical ministerial or research format), the IBCS faculty consider the Examination as a most significant **moment of passage**.

1. The Faculty Panel will ask the student questions for information, clarification, understanding and evaluation.

2. The Faculty Panel will evaluate and grade the student's written reports and materials regarding the Practicum Project as well as the student's oral presentation and discussion.

3. If the Faculty panel decides that the student's Practicum Project is not of sufficient quality, the student can be asked to resubmit or to resubmit another Practicum Project.



**2019 Master's Degree Graduates  
with Administration, Faculty and Staff**

## MASTER OF THEOLOGY DEGREE (Th. M.) CURRICULUM

### INTRODUCTORY COURSE

(Required of all first-year students)

IBTH 5010 Black Approaches to Theology: 3 Credit Hours

### CORE COURSES: (3 Credit Hours Each)

IBTH 5020 History of Black Catholicism

IBTH 5030 Black Approaches to Scripture

IBTH 5060 Black Psychology

IBTH 5600 Moral Questions in the Black Community

### OTHER REQUIRED COURSES: (3 Credit Hours Each)

One Course from Aesthetics: IBTH 5425, 5430, or 5440

One Course from Systematics: IBTH 5081 or 5095

### ELECTIVES (3 Credit Hours Each)

#### Area: Systematics, Moral and Historical Theology

##### Systematics

IBTH 5081 Christology

IBTH 5095 Church: The Mission

IBTH 5100 African Black Liberation Theologies

IBTH 5115 African Theology

IBTH 5220 History of Black Spirituality

##### Area: History

IBTH 5025 Black Saints

IBTH 5200 History of the Black Catholic Church: USA

IBTH 5210 History of Black Catholic Organizations/Movements

IBTH 5224 African Middle Ages

##### Area: Aesthetics

IBTH 5425 Slave Narratives

IBTH 5430 Spirituality of Black Literature

IBTH 5440 The Spirituals

##### Area: Pastoral Theology

IBTH 5050 Catechetics

IBTH 5063 Pastoral Counseling: A Black Perspective

IBTH 5070 Black Preaching I

IBTH 5071 Black Preaching II

IBTH 5080 Black Approaches to Sacraments

IBTH 5120 Principles of Liturgy/Black Celebration

IBTH 5130 Black Religious Music

IBTH 5670 Spiritual Direction and Formation

IBTH 5669 Black Youth Ministry

IBTH 5710 Black Spirituality

**Area: Philosophy/Social Science/Education**

IBTH 5110 Black Philosophy  
IBTH 5400 Religion and Culture  
IBTH 5620 Urban Education in the Black Community  
IBTH 5625 Catholic Education in the Black Community  
IBTH 5664 Leadership Styles in Ministry  
IBTH 5665 Issues in the Black Family

**ADVANCED COURSES**

IBTH 5997 Integrative Seminar: 3 Credit Hours  
IBTH 5998 Directed Readings 3 Credit Hours  
IBTH 5999 Qualifying Examination  
IBTH 6000 Practicum (Major Paper and Project) 6 Credit Hours  
IBTH 7000 Comprehensive Examination

**Th.M. COURSE DESCRIPTIONS** (2021rev)

IBTH 5000 **Pro-Seminar: Methodology.** This course introduces students to Black Catholic Studies as a constituent component of African American Religious Studies. It presents the methods of the disciplines that form the core of the degree curriculum and, in particular, assists students to become familiar with pertinent theological issues, vocabulary, and traditions.

IBTH 5010 **Black Approaches to Theology.** Stresses the nature, methods and sources of Black Theology; the reasons justifying its existence and its relationship to other theologies within the Roman Catholic Tradition. **Required for all new students.**

IBTH 5020 **History of Black Catholicism.** Explores the role played by Blacks in Catholicism from the beginning of the Church, with special emphasis on the presence and contributions of Blacks to Roman Catholicism in the United States. **Core Course.**

IBTH 5025 **Black Saints.** The history of the Church is full of many black / African Catholic saints, who received recognition for great deeds or meritorious conduct. Many lost their lives in defense of the faith. Many were also honored for their contributions to the Church and their community. This course will review the lives, spirituality and significance of these saints within their historical context.

IBTH 5030 **Black Approaches to Scripture.** Black history, culture, and experience are presented as a locus for responding to the Word of Scripture. Methods and tools of biblical exegesis are introduced; similarities between biblical mentality and Black mentality, and problem texts are also discussed. **Core Course.**

IBTH 5050 **Catechetics.** Discusses particular problems and approaches for catechetics in the Black community.

IBTH 5060 **Black Psychology.** Constructs effective pastoral communication with Black congregations by review of major interpersonal, social, and systematic issues from a perspective based upon sound analysis stemming from recognition of cultural differences. **Core Course.**

IBTH 5063 **Pastoral Counseling**. This course will explore a variety of counseling theories and methods used within the Black community as these correlate to and strengthen the client's spiritual journey, religious beliefs, and faith community.

IBTH 5070/5071 **Preaching I, II**. These are courses in Black preaching traditions that include both a survey of the sermonic literature and practical exercises in preaching oriented toward a Black congregation.

IBTH 5080 **Black Approach to Sacraments**. Introduces ritual and symbol in the African and African American traditions and their relationship to the seven Sacraments of the Roman Catholic Church.

IBTH 5081 **Christology**. Studies the Kingdom of God as announced in the teaching, healing ministry, passion, death, and resurrection of Jesus Christ, particularly as these are understood in the African American community from the perspective of liberation and black theologies. **Area Requirement.**

IBTH5090 **Church: The Mission**. Explores the nature and mission of the Church in contemporary Society with particular emphasis of its significance the evangelization and social justice ministries within and on behalf of the Black Community. **Area Requirement.**

IBTH 5100 **African, Black and Liberation Theologies**. This is a comparative study of the major issues of global theologies as these influence and are influenced by political, sociological, cultural and gender conflicts in various societies.

IBTH 5110 **Black Philosophy**. Discusses the African and African American outlook on reality; similarities and differences of this analysis from the philosophies of the West. Implications for understanding and articulating Black religious experiences are also treated.

IBTH 5115 **African Theology**. African theology is that theology which reflects on the gospel, the Christian tradition, and the total African reality from the perspectives of the African worldview. This course will explore the history and major themes of African Theology.

IBTH 5120 **Principles of Liturgy/Black Celebration**. This course surveys the history and principles of "African," "Black Church," and "Roman Catholic" liturgical celebrations.

IBTH 5200 **History of the Black Catholic Church: USA**. This course reviews the history of the contributions and challenges of Black Catholics to the Catholic Church from its origins in Africa to its contemporary manifestations in the United States.

IBTH 5210 **History of Black Religious Movements**. Studies Blacks in the Christian Churches from the 17<sup>th</sup> century to the present; the independent Black church; Blacks and the Catholic Church; the Black Church come of age.

IBTH 5710 **History of Black Spirituality**. This course is a historical, anthropological, phenomenological, and theological study of the evolution of the core elements of the African American religious experience, with emphasis on the retention of Africanisms.



IBTH 5224 **African Middle Age.** The history course will explore the history of Africa from 642- 1500. Focus will be on the role of Africa in the later Roman Empire (303-642); the subsequent Arab Conquest (642-1500 and the emergence of the West African Empires, Eastern African and Southern traditional societies until the arrival of the Portuguese in the 15<sup>th</sup> Century.

IBTH 5400 **Religion and Culture.** This interdisciplinary course (sociology, anthropology and religion) will explore the way African and African American cultures [manner of using things, of laboring, of expressing oneself, of forming customs, of establishing laws and juridical institutions of cultivating the sciences, the arts and beauty] influence religious belief and customs and how American Religious belief and customs influence contemporary African and African American culture.

IBTH 5425 **Slave Narratives.** The course begins with the earliest documents, tracing most especially the themes of transcendence, self-determination, and cultural transmissions outside the ordinary avenues of traditional culture. From the classic slave narratives to the more recent manifestations of African American imaginative work, there is an unbroken thread of cultural awareness and human dignity that serves as the guide to understanding African American culture and religious sensibilities. **Area Requirement.**

IBTH 5430 **Spirituality of Black Literature.** Uses selected works of African American literature as a resource for the study of the spirituality of a people. It attempts to understand and articulate the spirituality expressed in the words, songs, prayers, relationships, and daily lives of Black people, as they are found in imaginative works. **Area Requirement.**

IBTH 5440 **The Spirituals.** Studies a broad range of the black sacred songs known as the “Spirituals.” Focus is placed upon a study of their origins, meanings, and purposes. Emphasis is also given to understanding their importance in the foundation of African American culture and Christianity, and their possible uses in Catholic worship, and pastoral ministry. **Area Requirement.**

IBTH 5445 **Black Religious Music.** Surveys the history and development of aesthetic expression of African Americans in music; emphasizes slave moans, chants; the Spirituals; blues; classic gospel; and contemporary gospel.

IBTH 5600 **Moral Questions in the Black Community.** This course intends to establish a dialogue (a mutual critique and enrichment) between African American and Roman Catholic approaches to ethical issues, focusing on matters of particular concern to African Americans.

IBTH 5620 **Urban Education in the Black Community.** This course explores the cultural, historical, socioeconomic, and political factors that influence urban education as foundational to developing effective instructional and organizational practices for urban schools. Participants will focus on the processes and values necessary for the development of a partnership between school, church, and community necessary for the emergence of a positive school culture that is essential to close the achievement gap of urban children.

IBTH 5625 **Catholic Education in the Black Community.** This course looks at learning styles among Black children and provides methodologies for a culturally inclusive curriculum.

IBTH 5640 **Leadership Styles of Ministry.** Explores ministry in the Black community, including similarities and differences with the white community, especially regarding issues of congregational responsibility, participation and leadership.

IBTH 5660 **Issues in Black Family.** This course investigates the myths, realities, facts, strengths, and weaknesses of the African American community in a way that will assist those who minister in the Black community. Various structures and forms of African American family life are studied to learn how these forms affect ministry in the community and in the church.

IBTH 5669 **Black Youth Ministry-** Using the **U.S. Catholic Bishops Pastoral *Renewing the Vision: A Framework for Catholic Youth Ministry*** and other interdisciplinary resources will explore ways “to empower [black youth] to live as disciples of Jesus Christ in our world today...; to draw [black youth] to responsible participation in the life, mission, and work of the Catholic faith community...” and “to foster the total personal and spiritual growth of each [black youth].” (*adaptation of RTV 9, 11 and 15*).

IBTH 5670 **Spiritual Direction and Formation in The Black Community** This course will explore the unique characters of Christian spiritual and faith formation specifically addressing issues of culture, family, personal and communal history, social location, and discipleship in the context of the Black community.

IBTH 5710 **Black Spirituality:** Black spirituality is rooted in the history and experience of African American peoples in the United States. This course will engage students in a critical examination of the roots, development and characteristics of the spirituality of Black peoples in the United States as well as a participative experience of Black spirituality as found in the religious expression of the community.

#### **DESCRIPTIONS OF ADVANCED COURSES**

IBTH 5997 **Integrative Colloquium.** Helps students in the third or fourth summer of study to enter more deeply into the *habitués* of pastoral theology, that is, a way of thinking, reflecting, conversing, and writing about questions and issues that emerge from their ministry and ministerial research. The Colloquium provides students with structured and interdisciplinary engagement and opportunities for refining research, theological analysis and reflection, and writing. Specifically, the Colloquium assists students to meet the goal of preparing successful drafts of (a) the major theological research paper and (b) the Practicum proposal.

IBTH 5998 **Directed Readings.** This advanced course in theology provides students with the structured opportunity for supervised reading, research, and writing in selected scholarly areas that comprise the curriculum of the IBCS.

IBTH 5999 **Qualifying Examination.**

IBTH 6000 **Practicum (Major Research Paper and Project).**

IBTH 7000 **Comprehensive Examination.**

**ADDITIONAL COURSES APPROVED BY THE UNIVERSITY**

In addition to those listed above, Xavier University of Louisiana has approved the following courses that may be taught as student need and faculty availability dictate:

- IBTH 5065 Pastoral Self-Psychology
- IBTH 5111 African Philosophical Theology
- IBTH 5410 Seminar: Black Literature and Religion
- IBTH 5420 Seminar: Black Literary Criticism
- IBTH 5450 Liturgical Planning and Development
- IBTH 5610 Socio-Theology
- IBTH 5625 Issues: White Minister /Black Church
- IBTH 5650 Urban / Rural Ministry
- IBTH 5669 African American Youth Ministry
- IBTH 5670 Spiritual Direction / Formation



**2021 Master's Degree Graduate**

**XAVIER UNIVERSITY OF LOUISIANA**

**ADMINISTRATION**

**C. Reynold Verret, Ph.D.**  
**President**

**Anne McCall, Ph.D.**  
**Senior Vice President and Provost for Academic Affairs**

**Edward Phillips**  
**Sr. Vice President for Finance and Administration**

**Phillip D. Adams**  
**Vice President for Institutional Advancement**

**Anderson Sunda-Meya, Ph.D**  
**Acting Dean of the College of Arts and Science**

**THE SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS**

The Senior Vice President, Academic Affairs is the chief academic officer, and as such shall be responsible for implementing academic policy and coordinating academic programs and activities. The Senior Vice President reports to the President. Reporting to the Senior Vice President, Academic Affairs are: the Associate Vice President, Academic Affairs; Assistant Vice President, Scholarship Coordinator; the Dean of Arts and Sciences; the Dean of the College of Pharmacy; the Dean of Freshmen Studies; the Dean of Admissions; the Director of the Institute for Black Catholic Studies, the Director of the Center for the Advancement of Teaching; the Director of the Center for Undergraduate Research; the Registrar; the Director of the Center for International and Intercultural Programs; and the University Librarian. It is the duty of the Senior Vice President to search for and to implement ways to affect a favorable climate for learning at the University. He/She shall encourage and promote good teaching and scholarship by the faculty and encourage good scholarship by the students. He/she shall administer the curriculum, advise on the hiring of new faculty, who may be offered employment by the Office of the President, and advise on release of non-tenured faculty, whose employment may be terminated by the Office of the President. *In the absence of the President, the Senior Vice President, Academic Affairs is the ranking officer of the University.*

**DEAN OF COLLEGE OF ARTS AND SCIENCES**

The Dean of the College of Arts and Sciences is the administrative officer in charge of the graduate division and is directly accountable to the Senior Vice President of Academic Affairs. The Dean of the College of Arts and Sciences or her/his designee oversees the development of all programs of studies for the students who will fulfill requirements for the Master's degrees. The Dean or her/his designee coordinates the procedures for admission to graduate study and advancement to candidacy for the Master's degree via the Graduate Council.

**INSTITUTE FOR BLACK CATHOLIC STUDIES**

**ADMINISTRATION**

**Ms. Kathleen Dorsey Bellow, D.Min.**  
**Director**

**Ms. C. Vanessa White, D.Min.**  
**Associate Director, Master of Theology Degree Program**

**Sr. Eva Marie Lumas, SSS, D.Min.**  
**Associate Director, Certificate and Enrichment Programs**

**Rev. Roy Lee, Ph.D.**  
**Associate Director, Community Life**

**THE DIRECTOR OF THE INSTITUTE FOR BLACK CATHOLIC STUDIES**

The director of the Institute for Black Catholic Studies is the chief executive officer who is responsible for the oversight and development of the Institute in collaboration with the Associate Directors, the Vice President of Academic Affairs and the Dean of the College of Arts and Sciences via the Graduate Council. The Director of the Institute is accountable to the Senior Vice President of Academic Affairs for the Institute's adherence to the rules and regulations of Xavier University of Louisiana. The Director follows the guidelines for accreditation established by the Commission on Colleges of the Southern Association of Colleges and Schools. The Director has ultimate responsibility for the on-going development of the Institute faculty and programs as well as for the on-going activities related to fund-raising, development and public relations.

**ASSOCIATE DIRECTOR FOR THE MASTER OF THEOLOGY PROGRAM**

The Associate Director of the Master of Theology Program is the principal administrator of the degree program. The Associate Director works in a collegial manner with the Director, other Associates and Program Coordinators to guarantee the overall effective management of the Institute programs.

**Xavier's Institute for Black Catholic Studies Office Staff**

**Mrs. Dana Lockett, IBCS Program Specialist,**  
**Assistant to the Master's and C&E Programs**

**Xavier University  
ACCREDITATION**

Xavier University of Louisiana is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelors, masters, and doctorate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Xavier University of Louisiana.

Communications regarding admission to the Master of Theology Graduate Degree Program should be addressed to the following:

**Institute for Black Catholic Studies  
Xavier University of Louisiana  
1 Drexel Drive-Box 49  
New Orleans, LA 70125**

**For direct contact, call or e-mail:**

Director of the Institute for Black Catholic Studies  
Director – 504/520-5138 [kdbellow@xula.edu](mailto:kdbellow@xula.edu)  
Program Specialist – 504/520-7691  
Email: [IBCS@xula.edu](mailto:IBCS@xula.edu)  
Website: [www.xula.edu/IBCS](http://www.xula.edu/IBCS)