

Houston Graduate School of Theology
CS 767 Techniques and Principles of Spiritual Direction
(Directed Study format)
Fall 2018
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Houston Graduate School of Theology equips women and men to be ministers and messengers of God's mission of reconciliation through academic excellence, personal transformation, and leadership development

I. Course Description

A study of methods of spiritual direction and related skills in directed studies context. Attention will be given to both one-to-one and group spiritual direction, referral issues, the relationship of spiritual direction to psychotherapy, the necessity of the director's familiarity with personality theory, listening skills, varieties of spiritual practice within Christian and non-Christian traditions, with a special emphasis on the student's personal development as a director. Three hours.

II. Student Learning Outcomes

Upon completion of this course, the student will be able to:

- A. Analyze the context of his or her spirituality through tools acquired in courses in systems thinking and spiritual formation (MASD-1)
- B. Integrate the disciplines of hermeneutics, doctrine, and spirituality into the practice of spiritual direction through foundations acquired in courses in biblical, theological, and spiritual studies (MASD-2)
- C. Exhibit expertise in the practice of spiritual direction through skills learned in core courses (MASD-3)
- D. Apply tools, skills, and knowledge to spiritual direction techniques and practices through experience gained in practicum courses (MASD-4)

III. Texts and Course Schedule

Required Reading:

Barry, William A., and William J. Connolly. *The Practice of Spiritual Direction*. New York: Seabury Press, 1982. (ISBN 0-86683-951-8)

Funk, Mary Margaret. *Tools Matter for Practicing the Spiritual Life*. New York: Continuum, 2001.

Michael, Chester P., and Marie C. Norrisey. *Prayer and Temperament: Different Prayer Forms for Different Personality Types*. New Rev. ed. Charlottesville, Va.: Open Door, 1991. (ISBN 0-94013-602-3)

Riffel, Herman H., *Dream Interpretation: A Biblical Understanding*. Shippensburg, PA: Destiny Image Publishers, 1993. (ISBN 978-0768423136)

Rohr, Richard, Andreas Ebert, and Peter Heinegg. *The Enneagram: A Christian Perspective.* New York: Crossroad Pub., 2001 (ISBN 0-82451-950-7)

Recommended Reading:

Edwards, Tilden. *Spiritual Director, Spiritual Companion: Guide to Tending the Soul.* Paulist Press, 2001. ISBN 0-8091-4011-X

Keating, Thomas. *Open Mind, Open Heart: The Contemplative Dimension of the Gospel.* Continuum, 2006. ISBN 978-0826418890

May, Gerald G., M.D. *The Dark Night of the Soul: A Psychiatrist Explores the Connection Between Darkness and Spiritual Growth.* HarperCollins, 2004. ISBN 0-06-055423-1

Nemeck, Francis Kelly, and Marie Theresa Coombs. *The Way of Spiritual Direction.* Collegeville, Minn.: Liturgical Press, 1993. ISBN 0-8146-5447-9

Rohr, Richard. *The Naked Now: Learning to See as the Mystics See.* Crossroad Publishing Company, 2009. ISBN 978-0-8245-2543-9

Smith, Paul R. *Integral Christianity: The Spirit's Call to Evolve.* St. Paul: Paragon House, 2011. ISBN 1557788006

IV. Course Requirements

A. Assignment and Conference Schedule

Aug 21 – Class Begins

- Ensure that you have a spiritual director. Provide the instructor with director's contact information.
- Secure text books and begin reading.
- Go to (<https://drstevestutz.coursesites.com>). Click on CS 767 Tools & Techniques of Spiritual Direction and click "Self-Enroll"

Aug 23 – Conference 1: Introduction to the course, presentation of texts and syllabus, lecture: "The Theory & Practice of Spiritual Direction."

Aug 31 – Understanding of God paper due to professor electronically.

Sep 20 – Conference 2 at HGST—meet with professor for classroom lecture and supervision

Oct 12 – Rohr/Ebert critical review (4-5 pages) and personal reflections (1-3 pages) due electronically to professor.

Oct 18 – Conference 3 at HGST—Meet with professor for classroom lecture and supervision

Oct 26 – Riffel critical review (4-5 pages) and personal reflections (1-3 pages) due electronically to professor.

Nov 3 – Funk critical review (4-5 pages) and personal reflections (1-3 pages) due electronically to professor.

Nov 15 – Conference 4 at HGST—Meet with professor for classroom lecture and supervision.

Nov 16 – Michael/Norrisey critical review (4-5 pages) and personal reflections (1-3 pages) due electronically to professor.

Nov 23 – Barry/Connolly critical review (4-5 pages) and personal reflections (1-3 pages) due electronically to professor.

Dec 7 – Major Paper due electronically to professor. (Last day of class. **All work due by 5:00 p.m.**)

B. Essay and Research Papers

(Turnitin.com assignments—Class ID 18293334; Key 8132018)

1. A two-page paper will be due one week after the first meeting with the professor, discussing the student's current images of God. This paper will be corrected but not graded so that student will learn the professor's expectations regarding written assignments.
2. Critical Reviews (4-5 pages) and Personal Reflections (1-3 pages)
The student will write a review and reflection of each of the required texts. See materials at CourseSite.com for critical review example/template. **NOTE: These are SEPARATE and DISTINCT assignments. DO NOT COMBINE into one large paper.** These should be submitted throughout the semester according to schedule. Late submissions will be downgraded.
3. **A major paper, due by the end of the semester.** The student will write a 15-20 page academic paper which interacts with all of the required texts books as well as the supplemental conference materials found in Coursite. This paper will describe how the student agrees and disagrees with this content, as well as how this material will be incorporated in their future practice of the art of spiritual direction. The wise student will begin planning this paper near the beginning of the semester. Prior to turning in the project, the wise student will spend a substantial amount of time editing the project in its entirety.

- B. Participation:** The student will participate in meetings with the professor four times during the semester, and more often if needed. The student will arrive on time and notify the professor at least two days in advance of any expected absences.

C. Expected Student Workload for this course: 140 hours

Class time – 4

Reading – 55

Critical reviews – 5 @ 10 hr = 50

Personal reflections – 5 @ 2 hr = 10

Major paper – 15 pg @ 2/hr = 30

Total = 149

V. Course Grading Scale. The following apply to written papers, which comprise 85% of the student's grade. Discussion and participation account for 15%.

- A The paper shows superior mastery of the subject and excellent writing skills
- A- The paper shows mastery of the subject and very few writing errors.
- B+ Above-average competence and writing
- B The paper shows understanding of the subject and competent writing
- B- The paper is acceptable.
- C Paper is unacceptable for graduate work.

All papers will be reduced at least one-half letter grade for incompetent writing. Be sure to read the **Notes for Writing Assignments** below for minimum standards.

VI. Policies

A. Attendance

Regular attendance and regular submission of assignments on due dates in the syllabus is expected. Each student must talk to the instructor about circumstances affecting his or her ability to attend class and complete assignments. Since there are only 4 scheduled meetings, the student is expected to make arrangements to attend all of these. Recognizing that things do come up unexpectedly, the student is allowed ONE unexcused absence. Additional absences and/or tardiness (more than 10 minutes late for sessions) will result in a letter-grade reduction of the final grade and may result in failure of the course.

B. Personal Spiritual Direction

1. Student is expected to be in a spiritual direction relationship with a certified spiritual director. The instructor can assist the student with referrals within the spiritual direction community. Information on local directors is available through Spiritual Directors International (<http://www.sdiworld.org/find-a-spiritual-director>).

2. Student will provide the instructor with the name and contact information of his/her director within two weeks of course start date and is expected to meet with this person at least once per month. Faithfulness to this requirement is subject to verification with the director, by the professor, if there are doubts about the student's participation.

C. Deadlines and Late Submissions

Work is expected on the due date. Late papers will receive no less than a one-letter grade reduction. No papers will be accepted after the last day of classes. Back up your work to a thumb drive or save in the cloud. "My hard drive crashed and I lost my paper" is the 21st century equivalent of "The dog ate my homework" and is not an acceptable excuse.

D. Turnitin.com

1. All written assignments are required to be submitted to www.turnitin.com to check for originality and style. The assignments that are required for submission will be described in the syllabus.
2. Students will create an account at www.turnitin.com. After doing so, the student will join the course page with the code and password supplied by the instructor. A list of assignments and due dates will be available on the course page.
3. Students will submit assignments by the due date and time and will be required to submit the assignments in a hard copy format as well.

E. Electronic Equipment Usage in Classrooms

It is expected that students will use technology (cell phones, laptop computers, iPads, etc.) during classes only for the purposes of class work. Therefore, students should turn off cell phones and refrain from texting and using laptop computers during classes except for the purposes of taking notes or doing research specifically authorized by the course instructor. Students who have emergency needs not covered by this policy must ask for an exception from the course instructor.

F. Please review the Academic Catalog for requirements regarding Incompletes and Plagiarism issues. For more information on HGST and area Library Services, please download the Library Handbook from the HGST website.

VII. Notes for Writing Assignments

For MDiv or MASD students: All writing assignments should conform to Kate Turabian, *A Manual for Writers of Term Papers, Theses, and Dissertations*, 8th Edition. This includes matters of style and format. The instructor requires the use of footnotes for documentation and proper bibliography. The student must have a cover page and number subsequent pages. According to Turabian, page numbers appear in the upper right hand corner, except on pages with major headings (titles). Margins should be one inch on all four sides, except where major headings (titles) require a two-inch top margin. Papers not meeting these basic formatting requirements will be returned to the student, unread by the instructor, for correction and resubmission. Any necessary rework does not relieve the student of adhering to submission deadlines. (In other words, submit early!)

For MAC students: APA formatting is accepted as prescribed in the *Publication Manual of the American Psychological Association, 6th edition*.

Critical, or formal, writing differs from colloquial writing or spoken English at several points. The student should note the following guidelines for critical writing. The instructor expects students to follow these guidelines strictly for academic-style assignments. Failure to do so will be penalized.

- Avoid first- or second-person references, both singular and plural (“I,” “we,” or “you”). Keep the written projects objective and professional. The student must remember that imperative forms are second person.
- Never use contractions.

- Avoid passive voice construction (i.e., The student should write “God chose Joshua” rather than “Joshua was chosen by God.”). Some exceptions are necessary, but limiting the use of passive voice is a good policy.
- Be sure that number and tense always agree (i.e., Do not write in one place that “Brueggemann argues . . .” and at another place “Brueggemann argued . . .”). Subject-verb agreement is imperative.
- Spellcheck! Spellcheck! Spellcheck!
- Grammar check works as well!
- All pronouns should have clear antecedents. Avoiding “it is” and “there is” in the paper removes much of the ambiguity of pronoun usage.
- Sentence fragments are unacceptable. Every sentence must have a subject and a predicate.