

SYLLABUS- HUGS 994: Spiritual Healing Capstone (3 credits) Taught Every Semester. Distance Learning. (Revised: 090909).

INSTRUCTOR:

Bob Nunley, Dean of Faculty. During the fortnight preceding the first day of classes for the semester each participant enrolled that semester or planning to finish an Incomplete that semester will receive a list of participants and a schedule for assignments and conferences in a Supplement to the present Syllabus. If not, please contact the Instructor.

COURSE PREREQUISITES:

All core competency courses either must be completed already, or be taken concurrently with the capstone. Any courses to be taken in a semester after the semester in which one takes the Capstone must be cleared in advance with the Dean of Faculty and approved by the Executive Committee. Capstone will remain Incomplete until the completion of all courses other than Prelims and Dissertation.

COURSE DESCRIPTION:

During or just following the last semester of regular course work, all Th.D. students will take a capstone course in order to integrate into their individual research efforts relevant components of all courses they have taken at Holos University, and to provide a forum for measuring outcomes in terms of the academic objectives of our various programs. Students will meet with the general Spiritual Healing Capstone group for the “Moonthly” meetings. Five documents will be produced: an abstract, a bibliography, an outline of a literature review, a review of Holos University courses, and suggestions for revising Wade and Wilber (or some other book) to include six citations of the participating student’s dissertation. All documents will be produced according to the guidelines published on the web for Holos University dissertations during the semester in which Capstone is taken, and the Chicago Manual of Style. Endnotes will be used instead of footnotes or parenthetical citations. Each participant’s papers produced in the course will be assembled in one file and published in Acrobat format in a part of our website available on to our HU community, following a template similar to the one used for dissertations.

COURSE TOPICS:

- Preliminary dissertation titles and abstracts;
- Preliminary dissertation bibliographies and reviews of literature;
- Holos University course relevance to your specific graduate research topics;
- Citations of your dissertations in two outstanding books;
- Draft of one of the first three chapters of your dissertations; and
- Student and faculty critiques of the above.

COURSE OBJECTIVES:

The expected outcomes of the course are:

1. The achievement of greater understanding of what aspects of spiritual healing are most central to the research efforts of each student in the class;
2. The achievement of greater ability to critique effectively the spiritual healing work of other students in the class;
3. Preparation of at least a final rough draft of the abstract, bibliography, and partial review of literature of the dissertation;
4. Assessment of the effectiveness of the courses portion of the doctoral program;
5. Preparation of six hypothetical citations to your doctoral research;
6. Preparation of a draft of one of the first three chapters of your dissertation;
7. Production of a compilation of a single file that contains a brief description of each assignment and the final version of all the documents you produced in the Capstone to be published on www.HolosUniversity.net; and
8. Demonstration of ability to use the latest version of the Guidelines for Dissertations on www.HolosUniversity.org and the dissertation template.

BRIEF NEED STATEMENT:

This is the one course in which all students who are finishing course work and entering the pure research phase of their graduate programs come together as a group to integrate what they have learned to date, compare their experience with others at that same stage, and lay a general foundation for the dissertation research. The course is also the place where the faculty and administration evaluate how well we at Holos University are meeting our overall seminary educational objectives.

COURSE AUDIENCE:

This course is open only to Th.D. graduate students who have completed all core competency courses already, or are taking them concurrently. Any requirements for graduation (except for prelims or dissertation research) not already completed or being taken concurrently must be cleared in advance with the Dean of Faculty. 996 (Prelims) may not be taken concurrently with Capstone without permission of the Dean of Faculty.

FACULTY-STUDENT COMMUNICATIONS:

Students who have enrolled or intend to enroll need to:

- 1) Ensure their graduate committee has been established or at least their chair determined. Contact the Dean of Faculty on any questions on that subject.
- 2) Exchange e-mails with the Dean of Faculty during the first half of the first month of the semester;
- 3) Read through the syllabus and supplement carefully and clarify any questions you have on your individual plan of action for the course ; and
- 4) Prepare the monthly assignments, circulate them, critique the work of others, and respond to the critiques in a timely fashion, and attend a one-hour class meeting on the telephone the night of each full moon (or the first night before or following the full moon when all participants are available). If the dates and times selected originally for the monthly meetings are not possible for any students or professors serving as their chairs, they will be re-scheduled at a time agreeable to all the students and their committee chairs.
- 5) Consult with your Chair (and possibly other members of the committee) on each of the monthly assignments.

Chairs will send their comments on their students work only to their students and other faculty (and not circulate them to other students enrolled) since the students are being asked to pay attention primarily to peer reviews from fellow students, not faculty reviews. Bob N. provides comments on Capstone papers only at the end of the semester, in his role of general editor of the papers published on the Holos University web site.

COURSE DELIVERY STYLE:

The course is designed to require from 20 to 40 hours of student effort a month during of the twenty weeks of semester classes. Most of the discussions will be either on telephone conference calls or on a voice and video capability on the Internet. They will be scheduled at a time agreeable to all enrolled in the class. There will be an assignment to be completed, circulated, critiqued, and responded to prior to attending each of the monthly meeting, after the first one. All students who miss any of the first four meetings will look over the circulated materials and send everyone their detailed written critiques prior to the next meeting. All who miss the last meeting will look over the circulated materials and send everyone their written critiques prior to the end of the semester. These written critiques need to be at least ten pages in length.

REQUIRED COURSE MATERIALS:

Regular access to e-mail and the Internet on at least a slow computer and Internet connection and a simultaneous telephone connection will be required to do the course. This course has five sixty-minute conference calls. Each student must pay the cost of participating in these calls unless they have a good enough broadband to use the voice hook up through the Internet connection. Students will be receiving an invitation to the call with the calling number and the access code prior to the scheduled conference call. Alternatively we are exploring setting up a webinar on gotomeeting.com . That software allows all who sign in on the Internet to see what is on the professor's screen. The

professor can also designate specific participants to have the floor and pointcast their screen to all the others.

The five books required are:

1. *The Chicago Manual of Style*. 15th ed. Chicago: University of Chicago Press, 2003. (Also available in electronic form--www.chicagomanualofstyle.org/home.html);
2. Harris, Robert. *Using Sources Effectively: Strengthening Your Writing and Avoiding Plagiarism*. 2nd ed. Glendale, CA: Pyczak Publishing, 2005.
3. Glatthorn, Allan and Randy Joyner. *Writing the Winning Thesis or Dissertation: A Step-by-Step Guide*. 2nd ed. Thousand Oaks, CA: Corwin Press, 2005.
3. Galvan, Jose. *Writing Literature Reviews: A Guide for Students of the Social and Behavioral Sciences*. 3rd ed. Glendale, CA: Pyczak Publishing, 2006.
4. Wade, Jenny. *Changes of Mind: A Holonomic Theory of the Evolution of Consciousness*. Albany, NY: State University of New York Press, 1996.
5. Wilber, Ken. *Integral Psychology: Consciousness, Spirit, Psychology, Therapy*. Boston: Shambhala, 2000. <http://wilber.Shambhala.com>

COURSE ASSIGNMENTS:

Plan of Action

Make e-mail contact with the Dean of Faculty during the fortnight preceeding the first day of classes for the semester to establish the detailed plan of action for the course, and verify access to all required materials. Negotiate and put in writing all deviations from the syllabus to accommodate any handicap or special educational goals or circumstances. Feel free to recommend any changes we can negotiate before the semester begins to assure that the role this course plays in your learning contract will be as effective as possible. (Most instructors are open to reasonable changes and substitutions that facilitate your learning without degrading the quality of the course.)

Lunar Calendar

The class is run on a lunar calendar indicating day, hour, and minutes for the Semester. The dates associated with the lunar calendar are provided in a Supplement during the fortnight before the first day of classes that semester,.

Assignment #1: Starting Partial Moonth—Simulated Abstract and Preliminary Bibliography.

Review the abstracts of dissertations published on the website at <http://www.holosuniversity.net> and consult *Writing the Winning Dissertation* by Allan Glatthorn and Randy Joyner. Using all that comes to mind during that couple of hours, assume you have completed your dissertation and prepare a simulated dissertation abstract of at least 250 words (but no more than 300 words). Create a preliminary bibliography of all the books and articles you have on hand and all of the relevant items cited in the bibliographies of these books and articles.

Assignment #2: Second Full Moon—Protocol and Bibliography.

Spend a few hours reviewing and updating the protocol you developed during 737, Quantitative Research Methods, and adapt it to your currently proposed dissertation topic. (If you did not take 737, then generate a protocol you could submit to an IRB on your current proposed dissertation research.) Contact Jody at Holos Institutes of Health (jody@holosinstitutesofhealth.com) and ask for guidelines for IRB submissions. Then create a preliminary bibliography of all the books and articles you have on hand and all of the relevant items cited in the bibliographies of these books and articles. Remember to search for peer-reviewed articles from prominent journals relevant to your field of research.

Assignment #3: Third Full Moon—Outline and Partial Review of Literature.

Attentively read Galvan's *Writing Literature Reviews* and at least three web sites discussing literature reviews. Three that will work are: www.writing.utoronto.ca/advice/specific-types-of-writing/literature-review, www.wisc.edu/writing/Handbook/ReviewofLiterature.html#what, and www.education.uncc.edu/cwang15/Literature%20reviews_commentary.pdf. Feel free to research the topic further by reading suggestions on Literature Reviews that can be found on the Internet by entering search words, such as writing a dissertation, thesis, or scholarly research. Then carefully peruse the literature reviews submitted to Capstone during the last two semesters. When using Google for scholarly searches search first for the word scholar and then enter the topic in GoogleScholar. Prepare an outline of a review of literature and a draft of at least one major section of your review of literature.

Assignment #4: Fourth Full Moon--Essay on Courses and Three Citations in a Revision of Wade and Wilber (or other major books on Spiritual Healing).

Review all courses you took at Holos University and all courses or life experiences for which you were given official transfer credit or equivalency credit when you entered Holos University. Prepare a five-to-seven-page essay on courses, describing the ways in which the most relevant parts of each course (required and elective) you took (or transferred or got equivalency credit for) were important to your specific graduate research topic. Tie them to specific parts of the abstract, the protocol, the bibliography, or the review of literature. Then prepare THREE one paragraph-length citations of your dissertation to go into separate sections of EACH ONE of the two following books. Assume your dissertation has just been completed and both Wade and Wilber wanted to include three references to it in the latest revision of their books. Be specific, and write in the style that resembles that of these two authors. If you feel that one of these two books would not be an appropriate book in which to cite your dissertation, then propose a comparable scholarly book to use as a substitute.

Assignment #5: Fifth Full Moon—Choice of One of First Three Chapters.

Having reviewed yet again Glatthorn and Joyner's *Writing the Winning Thesis or Dissertation* and having consulted with your advisor, choose which one of the first three chapters of your dissertation (following the Glatthorn and Joyner's outline) for which you wish to prepare a draft for Assignment #5.

The document will be prepared according to a template similar to the one developed for Th.D. dissertations. It will be in hypertext form that permits one to go from a "Table of Contents" to any specific part of the paper directly

Assignment # 6: Final Version

You will have until the end of the semester to prepare the final versions of your papers which will be given a final edit by the Dean and then converted to an Acrobat Reader .pdf format and published on the web (www.holosuniversity.net) under a limited access arrangement (as soon as our site has that ability). They may count as a publication that can be cited on your emerging CVs. They will also be available to members of the Holos University community to compare with your eventual dissertations, which will be published openly in Acrobat format on the same web site once they are successfully defended.

Assignment #7: Your evaluation of this course.

You will receive a course evaluation form at the end of the fifth month of the course. Complete and return the form within a week of receipt of it. You will receive notification of your final course grades only after you have submitted an evaluation for this and all other courses you have completed this semester. Transcripts will be provided only to students who have, on file, an evaluation form for each course they have completed during their academic program.

Students who have been granted an Incomplete in a course should wait until finishing the course before filling out the course evaluation form.

COURSE EVALUATION

The course grade will be based subjectively upon the clarity, originality, quality, and promptness of written assignments and verbal participation. For an original definition of quality, see Robert Persig's *Zen and the Art of Motorcycle Maintenance*, 1974.

COURSE GRADING DETERMINANTS

- Presentations on your research: Approximately Half
- Critiquing of others' research: Approximately Half

FACULTY CONTACT INFORMATION:

BoB Nunley e-Mail: bobn4847@earthlink.net alternate nunley@ku.edu .

Telephone: 785-863-2176

FAX: 785-863-2176 (Call and have it set manually if FAX does not pick up);
4221 Nunley LN., McLouth, KS, 66054