# MIDDLE EAST TECHNICAL UNIVERSITY NORTHERN CYPRUS CAMPUS

# GUIDANCE & PSYCHOLOGICAL COUNSELING PROGRAMME

# GPC 310 Developing Skills for Peer Guidance

**Fall 2022 Course Syllabus**

**Instructor**: Z. Eda Sun

**Phone:** 2188

**E-mail:** [edasun@metu.edu.tr](mailto:edasun@metu.edu.tr)

**Office Hours:** Tue 15:40-16:30 (TAZ-19)

**Class Dates:** Tue 16:40-18:30

Wed 16:40 – 18:30 (GPC 100 hours)

**Class:** SZ-15

**Course Objectives**

During the process of and as the result of successfully completing this course, you will:

1. gain an understanding of the significant role a peer helper can be in facilitating university adjustment for entering METU NCC students.
2. develop and apply appropriate and transferable skills in leadership, communication, and helping skills.
3. gain an understanding of the interrelationships among self-awareness, setting effective goals and time management and pass this understanding to foster the development of relevant knowledge and skills in their 1st year peers.
4. develop and share ideas for the specific course activities and/or discussions.
5. identify strategies to cope with challenges associated with the role as a peer helper.

(f) experience being a socially responsible METU NCC member.

**Format of the Class**

The course will be hybrid. At all times it is carried out in a workshop fashion. Classes entail some lecturing, discussion, pairwork, groupwork, and role-playing.

**Required Text**

**Packet for GPC 310:** A course packet includes relavant chapters from the following materials. You will be able to reach them from ODTUClass. Additional reading material will also be shared with you via ODTUClass.

Erickson, B. L., Peters, C. B., & Strommer, D. W. (2006). *Teaching first year college students* (revised and expanded edition of Teaching College Freshmen). San Francisco: Jossey & Bass.

Newton, F. B., & Ender, S. C. (2010). *Students helping students: A guide for peer educators on college campuses* (2nd ed.). San Francisco: Jossey & Bass.

Tuncer, E., Özgen, M. T., Işık, R., Özbek, P., & Kılıç, B. (2015). *Üniversite ve Ötesi Genç Yetişkinler İçin Hayat Becerileri*. İstanbul: Koç Üniversitesi Yayınları.

**Responsibilities & Requirements**

1. **Attendance and Active Participation**

The theoretical and the practicum hours of GPC 310 are application-based, so attendance and active participation is deemed important. If you will not be able to attend class (theory + practicum hours) because you are seriously sick/injured you need to inform me via e-mail a day before or the morning of the class at the latest. In case of absences you are responsible to cover the class material (lecture notes, exercises, assignments, etc.). Active participation during the course is important and it involves:

* Being prepared for and taking part in discussions
* Engagement in role-plays and in-class activities

In the practicum hours (GPC 100) you will be:

* facilitating small group discussions
* reading short reports of your peers in your section and giving personal and/or group feedback to them
* untangling the troubles encountered in the application process
* giving continuous feedback in the course evaluation

Responsibilities for practicum hours change weekly and the task for each week will be shared with you in the theoretical part of the same week at the latest.

1. **Class Preparation Assignments**

These are basically informal writing assignments in which you will either be giving answers to a few questions based on the readings of the week or you will be giving details about your upcoming GPC 100 class plan. For each of your assignments you will also be writing one question that you would like to direct in class to stimulate class discussion. Your responses to each question should not exceed 1-2 paragraphs. Each assignment will be available 1 week before the paper is due. Late submissions are not acepted unless you have a valid reason and inform me before the submission time.

1. **Assessment of GPC 100 Hours**

The assessment includes; (a) GPC 100 Reflection forms and (b) feedback received from students in your GPC 100 section

1. **GPC 100 reflection forms:** You are to fill in the online reflection form to provide feedback about your GPC 100 session experience. Reflection forms will be shared with you via ODTUClass. Late submissions are not acepted unless you have a valid reason and inform me before the submission time.
2. **Observation of the GPC 100 class:** You will be observed by the instructor of the course while conducting your in-class session in GPC 100.
3. **Feedback received from students in your GPC 100 section:** At the end of the semester students will be asked to evaluate your behavior as a peer guide via online survey.

**Final report:** You will be asked to write a final report reflecting on your performance as a peer guide taking into consideration the online class sessions you facilitated. Late submissions are not acepted unless you have a valid reason and inform me before the submission time.

**Grading**

You can see the composition of your final grade from the table below;

|  |  |
| --- | --- |
| **Evaluation and Grading** | **Percentage %** |
| Class Preparation Assignments | 20% |
| Attendance & Participation | 20% |
| Assessment of GPC 100 hours   1. reflection forms (15%) 2. observation of the practicum hours (15%) 3. feedback received from students (5%) | 35% |
| Final report | 25% |

Given the percentage weights above, final grades will be assigned according to the catalog system.

**Course Policies**

**Academic Integrity and Misconduct**

Cheating, plagiarism, or forgery will not be tolerated. Instances of academic misconduct will result in a grade of “F”. Please refer to the following link for the policies of METU-NCC on academic code of ethics: <https://ncc.metu.edu.tr/res/academic-code-of-ethics>.

**Class Expectations**

As you will be working collaboratively during the course please remember that you are not only responsible from your own learning but also from your fellow peers in both theoretical and practicum hours. So here comes some of the rules I strongly recommend everyone including me to stick to:

* Arriving class on time
* Sharing your knowledge and ideas, participating in discussions & exercises & being respectful to other people’s opinions
* Being sensitive about issues of ethics particularly *confidentiality*; You need to abide by the *confidentiality principle* with respect to any material or issues brought up by any members of the class during the in-class exercises and discussions.

**Communication with Instructor**

If you need to talk to me, I can assist you during my office hours. In my office hours I will be at my office in Academic Buildings. The rest of the time is I am at my office in Student Development & Counseling Center. Especially in the latter case the most practical option to reach me is via email. In your emails, please do not forget to indicate your name as well as the subject of your mail.

## Course Outline (Tentative)

|  |  |  |
| --- | --- | --- |
| **Week** | **Topic** | **Readings** |
| Week 1:  04.10.22 | * Introduction to course & getting acquainted |  |
| Week 2:  11.10.22 | * Academic Issues for Undergraduate Students (Course Assistant Ege Altındaş as Guest Speaker) |  |
| Week 3:  18.10.22 | * Ethical guidelines for peer helpers * Understanding 1st year students | Ch. 1; Erikson, Peters, & Strommer, 2006 |
| Week 4:  25.10.22 | * Basic helping (communication) skills | Ch. 4; Newton & Ender, 2010 |
| Week 5:  01.11.22 | * Peer education (leading discussions, making presentations, creating involvement) | Ch., 6-7; Erikson, Peters, & Strommer, 2006  Ch., 7; Newton & Ender, 2010 |
| Week 6-7-8:  08.11.22 – 22.11.22 | * Strategies for success module;   + Self-awareness   + Goal setting   + Managing resources | Tuncer et al. (2015) |
| Week 9\*:  29.11.22 | * Individual & Group Supervision for GPC 100 Hours |  |
| Week 10\*:  06.12.22 | * Individual & Group Supervision for GPC 100 Hours |  |
| Week 11:  13.12.22 | * Problem-solving skills | Ch. 5; Newton & Ender, 2010 |
| Week 12:  20.12.22 | * Conflict-handling skills |  |
| Week 13:  27.12.22 | * Final report submission |  |
| Week 14:  03.01.23 | * Final discussion; closing & evaluation |  |

## 

\*These weeks probably will be immersed in between Week 7 and 9 to be of help to you in your GPC 100 practicum hours.