

EDCP 310: Peer Counseling Theory and Skills (Section 0401)

<u>Instructor:</u>	Elizabeth Reeves ejreeves@umd.edu
<u>Meeting Times and Location:</u>	Tuesdays and Thursdays, 3:00pm - 4:15pm Jimenez Hall (JMZ) 0125
<u>Office:</u>	Benjamin Building (EDU), CHSE Suite 3214
<u>Office Hours:</u>	By appointment

Required Text:

Hill, C. E. (2014). *Helping Skills: Facilitating exploration, insight, and action*. (4th ed.) Washington, DC: American Psychological Association.
ISBN-13: 978-1433816789

Other Required Readings:

A small number of articles are also assigned to help students better understand theories in this class (see class schedule below). These readings will be available electronically via ELMS.

Required Equipment:

One of the main objectives of this course is to give students hands-on practice in developing helping skills. You will be responsible for obtaining a **functional** audio recorder to record helping sessions with a classmate; any type of digital or other audio recorder that allows you to transfer recordings to portable devices (such as USB, CD, cassette, etc.) is acceptable. Alternatively, you may use your laptop to record, as long as the quality of the sound is adequate. If sessions are recorded on your laptop, you must password protect all recording files.

You will be listening back to your recording and transcribing what you and your classmate discuss during the sessions, so **please test your recorder before your sessions to ensure that voices are audible and play back at normal speed**. If the recording is inaudible and you cannot transcribe the session, the session recording will have to be repeated outside of the designated session day. **Keep recordings in a secure location to safeguard confidentiality! Audio files saved on your computers must be stored in a password-protected folder.**

Course Description and Objectives

This course introduces students to the core helping skills in peer counseling settings as organized in the three-stage model (Hill, 2014), and explores the basic tenets of the three predominant theoretical frameworks used in the counseling field. Students will receive basic level training on theories and skills for use in peer counseling settings. Students will work toward the following learning outcomes:

- Identify and define the specific helping skills of the three-stage helping model (Hill, 2014), and demonstrate competence to execute these skills appropriate for beginning helpers.

- Summarize major tenets of the humanistic/person-centered, psychodynamic, and cognitive-behavioral theoretical frameworks of counseling, and how they inform the three-stage helping model.
- Analyze one's use of helping skills using scientific method and self-reflection, and evaluate the effectiveness of these skills in peer counseling settings.
- Identify and analyze factors influencing the implementation of helping skills including past experiences, biases, values, beliefs, and theoretical orientations.

Please note that, while counseling theories and strategies will be reviewed in this course, completion of this course **does not** qualify students to practice as counselors or therapists without additional training and supervision from a qualified professional.

Expectations for Students

In this course, you will be expected to actively engage, collaborate and participate in both small and large-group discussions, interactive exercises, lectures, in-class videos, case examples, and clinical vignettes. In this class, you are expected to:

- Come to class regularly, on time, and ready to participate.
- Complete assigned readings **BEFORE** class.
- Turn in all assignments by the beginning of class on the specified due date.
- Raise questions, offer comments, and respond with openness, respect, and intellectual curiosity.
- Pose all questions, concerns, and comments about the course to the instructor directly, either through scheduled appointments or through written communication. The instructor will generally respond to emails within 24 hours. *Please note the instructor will not respond to emails containing questions sent within 24 hours before an assignment is due.*

Ultimately, come to class with an open mind and a willingness to take risks. This course is designed as a beginning level course in peer counseling. You are not expected to have prior counseling experience. Hopefully you will challenge your fears and push yourself to become an active and involved participant.

A note on the use of electronic devices in class: In order to meet its objectives, this class requires face-to-face communication among the students and instructor. Technology use (e.g., laptops, cellphones) should generally be avoided in class because it can create barriers to our engagement with one another. Staring at a screen signals disengagement and is distracting to others. Where possible, note-taking should be done by hand. If laptops and related devices must be used, they should be used sparingly – and avoided altogether during group presentations, video demonstrations, class discussions, and practice sessions. Cell phones are not needed and should be turned off and stowed during class. Appropriate versus inappropriate use of technology will be a part of your participation grade in the class (see below).

Course Requirements and Assignments

Class Participatory Activities (20% of final grade)

Active Engagement: You are expected to engage actively in class discussions and to refrain from unnecessary use of electronic devices.

Role Plays: Along with reading and discussion, students are also expected to practice the specific helping skills in role-plays during class. The role-plays typically occur after presentation and discussion of the reading materials. The intent of such exercise is to help students have some hands-on experiences of using the specific helping skill(s) under discussion. Students do such role-plays in dyads (or triads), and each member should rotate to be both the helper and helpee (in the case of triads, the third one assumes observer). This activity is not graded in itself, but will be considered as class participation. It's important that you actively engage in these role-plays since they are crucial in building up your peer helping skills.

Helping Skills Practice Sessions: In order to have realistic helping sessions in which students can integrate and practice peer helping skills they have learned, all students are expected to participate in the helping skills practice sessions. Students sign up in dyads (or triads) to practice the analogue helping sessions (the dyads or triads will be fixed throughout the semester), and they rotate to be the helper and helpee (in the case of triads, there is an observer). The whole process lasts 40-45 minutes in the format specified in the table below, and is followed by a large-group class discussion of the experiences.

Group Size	Helping session arrangement
Dyads (A and B) Total: 40min	(1) A: helper; B; helpee (15min) & Processing, feedback, and discussion (5min) (2) B: helper; A; helpee (15min) & Processing, feedback, and discussion (5min)
Triads (A, B, and C) Total: 45min	(1) A: helper; B; helpee; C: observer (10min) & Processing, feedback, and discussion (5min) (2) B: helper; C: helpee; A: observer (10min) & Processing, feedback, and discussion (5min) (3) C: helper; A: helpee; B: observer (10min) & Processing, feedback, and discussion (5min)

Students will be asked to talk about a minor personal issue of their choice, such as (a) an interpersonal issue (examples include roommate problems, romantic relationship troubles, etc.), or (b) about their career goals and aspirations in life. Students should be prepared to disclose personal information that they feel comfortable sharing, but will never be required to disclose any personal information if they are not comfortable doing so, nor will they be evaluated on this dimension. In other words, students may choose to make up an issue. However, students often do choose to disclose personal concerns during participation in the practice of peer counseling skills.

Self Reflection Assignments: Self-reflection on one's beliefs about oneself as a counselor can be a positive experience and tool for improvement. Students will be asked to reflect on their

experience as a student counselor during various classes throughout the semester. Course credit will be given for thoughtful responses to the prompts provided – specific answers will not be graded since the exercise is meant to be reflective. Self-reflection assignments will be administered in class and will be unannounced. Credit for a missed assignment will not be given unless documentation of a university-approved absence is provided. This will count toward your participation grade.

Group Presentation (15% of final grade)

There will be six classes throughout the course in which students are expected to deliver a 20-minute presentation and lead a 10-minute class discussion (see Class Schedule, below). Each student will sign up on ELMS into a group of 4 that will present and discuss one of the helping skills to be covered on their designated day (e.g., restatement, reflection of feelings, challenge, etc.). The presentation should include:

- Definition of the skill chosen
- Discussion of considerations for how to use it, when to use it and why to use it
- Discussion of cultural considerations
- Demonstration of the skill using concrete examples (video clips, role plays or stories)
- Connection of the skill's relevance to day-to-day life, or at least one presenter's field of study (using concrete examples such as video clips, role plays or stories)
- Class engagement using PowerPoint, video clips, demonstrations/role plays, and/or activities

After the presentation, each member of the group will be responsible for coming up with at least one thoughtful question that can spur discussion in the class, and the whole group will lead the class to discuss these questions. Presentation materials and discussion questions should be sent to the instructor via email or ELMS at least 24 hours prior to the start of the class.

Quizzes (15% of final grade; 5% for each of three quizzes)

Throughout the course, you will take three quizzes on the three main counseling theories that relate to the Helping Skills model. These quizzes will assess general knowledge of each theory, as well as your ability to apply the theory (including specific helping skills) and think critically about it. The instructor will provide more specific preparation guidelines for these three quizzes via ELMS one week beforehand. These quizzes will be time-limited, online, and administered on the following topics:

Quiz #1: Person-centered Theory and Exploration Stage – **Due 3/3**

Quiz #2: Psychoanalytic Theory and Insight Stage – **Due 4/12**

Quiz #3: Cognitive Behavioral Theory and Action Stage – **Due 5/3**

Audio-Taped Session #1 and #2: Transcript and Tables (25% of final grade; 10% and 15%)

You will complete three sessions: one as the counselor, one as the client, and one as the observer. You will act in each role for 15 minutes. You only need record the session when you are **acting as counselor**.

Upon completing the sessions, you will listen to your session as counselor and transcribe the session verbatim. You will then be required to complete tables analyzing the skills you used as a counselor and identifying a different or better intervention.

Session #1

For this session, you will select **10 speaking turns** to analyze. It is your choice which 10 turns to select; however, it is best to select a segment that was particularly challenging or meaningful for you as a counselor.

Session #2

For this session, you will analyze all speaking turns from the 15-minute session.

The Session #1 Transcript and Tables will be due via ELMS by midnight on 3/10.

The Session #2 Transcript and Tables will be due via ELMS by midnight on 5/13.

Final Exam (25% of final grade)

There will be a final exam covering all course material on the last day of class, 5/10.

Requirements Regarding Course Assignments

- Assignments are due **via ELMS** at the beginning of class (3:00 PM) on the dates they are due unless otherwise indicated.
- Late assignments will be penalized by 5% per business day.
- When a student is absent, s/he is responsible for the information missed in class.
- Assignments will be evaluated using the grading rubrics on ELMS. Students are encouraged to communicate with the instructor regarding grading policy if they have any questions.
- Students are encouraged to take advantage of the following excellent and free resources available on campus:

The Writing Center: 1205 Tawes Hall
301-405-3785
<http://www.english.umd.edu/academics/writingcenter>

Learning Assistance Service: 2202 Shoemaker Building
301-314-7693
<http://www.counseling.umd.edu/LAS/>

Disability Support Service: 0106 Shoemaker Building
301-314-7682
<http://www.counseling.umd.edu/DSS/>

Overall Grade Breakdown

Overall Grade Breakdown	
Participation (20%)	Audio Taped Session 1: Transcript & Tables (10%)
Group Presentation (15%)	Audio Taped Session 2: Transcript & Tables (15%)
Person-Centered Theory Quiz (5%)	Cognitive Behavioral Theory Quiz (5%)
Psychodynamic Theory Quiz (5%)	Final Exam (25%)

Grading Scale (Percentage Points)

A+ 100 – 98
A 97 – 93
A- 92 – 90
B+ 89 – 87
B 86 – 83
B- 82 – 80

C+ 79 – 77
C 76 – 73
C- 72 – 70
D 70 – 60
F < 60

General Course Policies

Attendance Policy

Attendance is of crucial importance for this course. Because this class involves highly interactive exercises, it's strongly advised that you try to attend every session with the best possible effort. To minimize disruption to the class, please arrive on time. Students are responsible for all material and announcements presented in class, including announcements about changes in the schedule and assignments.

The instructor will strictly follow the university policies on excused versus unexcused absences regarding requests to makeup graded class assignments that were missed (e.g., self-reflection assignments). It is the policy of the University to excuse student absences resulting from (a) illness of the student (or a dependent as defined by Board of Regents policy on family and medical leave); (b) religious observance (where the nature of the observance prevents the student from being present during the class period); (c) participation in university activities at the request of University authorities; and (d) compelling circumstance beyond the student's control. Students claiming excused absence must apply in writing and furnish documentary evidence that the absence resulted from one of these causes (exceptions noted below). Students are responsible for learning about any material or announcements missed and for initiating a process to make up missed work. Unless otherwise approved by the instructor, any work due on the missed day(s) must be submitted by the first class meeting after the absence.

Absences Due To Illness & Injury: University of Maryland policy dictates that a single absence during the semester due to illness or injury will be excused with a signed medical excuse form attesting to the date of the health problem and acknowledging that the information is true and correct (<http://www.health.umd.edu/sites/default/files/ClassExcuse1011.pdf>). The letter must be submitted by the first

class meeting after the absence, and only one such letter is allowed in the class during the semester. This policy does not apply when the absence occurs on a major graded event (i.e., exam, paper due date) or is for more than a single class. Multiple absences, and those occurring on a major scheduled grading event, require written documentation of the illness or injury from the Health Center or an outside health care provider. The signed and dated letter must verify the dates of treatment and the time period during which you were unable to meet academic responsibilities. The letter must be provided on the first class meeting after the multiple absences. Accommodations for such absences will be arranged on a case-by-case basis.

Scheduled Absences: When the absence is due to a scheduled event (e.g., religious observances, jury duty), the student must provide written notice of the absence by the second week of the semester (or as soon as possible thereafter if the student learns about the scheduled absence after the second week) in order to have the absence excused. If an exam is given during this planned absence, this written notice must include a request for a make-up exam.

For more information on university attendance policies, please visit:
<http://www.umd.edu/catalog/index.cfm/show/content.section/c/27/ss/1584/s/1540>

Class Cancellations

Official delays and/or closures are announced on www.umd.edu and 301-405-SNOW. If a personal emergency forces the instructor to cancel class, the instructor will make every attempt to email students ahead of time and to post information on the classroom door.

CourseEvalUM for Fall 2015

Your participation in the evaluation of courses through CourseEvalUM is a responsibility you hold as a student member of the academic community. Your feedback is confidential and important to the improvement of teaching and learning at the University. CourseEvalUM will be open for you to complete your evaluations for fall semester courses towards the end of the semester. Please go directly to the website (www.courseevalum.umd.edu) to complete your evaluations. By completing all of your evaluations each semester, you will have the privilege of accessing online, at Testudo, the evaluation reports for the thousands of courses for which 70% or more students submitted their evaluations.

Confidentiality & Respect

Students are expected to respect their classmates at all times, particularly when practicing peer counseling skills. Acting professionally includes keeping everything you hear confidential, treating others with respect, and paying attention to your classmates. **Confidentiality with regard to peer disclosures heard in class is an absolute requirement. Disregard of this confidentiality will result in failure of this course.**

Differences in opinion, values, and attitudes are to be expected, and the expression of these differences is encouraged. Any student who experiences difficulty in participating for any reason is encouraged to speak with the instructor immediately.

For the sake of students' safety, there are two circumstances in which students should inform the instructor about peers' personal disclosures and under which the instructor must break student confidentiality:

- Student report of intent to harm self or other(s)
- Student report of having been abused as a child, or abuse of children, the elderly, or the disabled (past or present)

Handling of Personal Concerns

Practice sessions in this course should *not* be used as a substitute for therapy. The purpose of self-disclosure is to offer learning opportunities to your peers. Students who are experiencing personal distress may consult with the instructor and/or contact the University of Maryland Counseling Center at **301-314-7651 (x47651)**. Another resource is the Health Center at UMD, which can be reached at **301-314-8180 (x48180) or health@umd.edu**.

Accommodations for Students with Disabilities

In compliance with and in the spirit of the Americans with Disabilities Act (ADA), I would love to work with you if you have a documented disability that is relevant to successfully completing your work in this course. If you need academic accommodation by virtue of a documented disability, please contact me as soon as possible to discuss your needs. For more information about Disability Support Services, please visit:

<http://www.counseling.umd.edu/DSS/>.

Course Schedule

DATE	TOPIC	READING	DUE
T 1/26	**SNOW DAY**		
Th 1/28	Course Overview, Syllabus, Introductions Introduction to Counseling and 3-Stage Model Group Presentation Sign-Ups	Hill, Ch.1, 2	
T 2/2	Counselor Values and Ethics Cultural Awareness & Reflection Self-Awareness & Reflection	Hill, Ch. 3-5	
Th 2/4	Humanistic/Person-Centered Counseling Video: Carl Rogers	Hill, Ch. 6 pp. 105-117; Rogers (1992)	
T 2/9	Helping Session Day 1 Biopsychology Building 2150		Complete Helping Session 1
Th 2/11	Discuss First Helping Session Experience Review Transcript and Tables Assignment		
T 2/16	Exploration Stage: Overview and Theoretical Basis Exploration Skills: Attending and Listening	Hill, Ch. 6 pp. 117-126, Ch. 7	
Th 2/18	Exploration Skills: Exploring Thoughts	Hill, Ch. 8	Group Presentation #1
T 2/23	Exploration Skills: Exploring Feelings	Hill, Ch. 9	Group Presentation #2
Th 2/25	Helping Skills Practice Big Group Processing and Discussion		<i>Quiz #1 Open</i>
T 3/1	Integration of the Exploration Stage Video: Clara Hill	Hill, Ch. 10	
Th 3/3	Psychodynamic Theory Insight Stage: Overview and Theoretical Basis	Shelder (2010) Hill, Ch. 11	Quiz 1 Due
T 3/8	Insight Skills: Facilitating Awareness	Hill, Ch. 12	Group Presentation #3
Th 3/10	Helping Skills Practice Big Group Processing and Discussion		Transcript and Tables #1 Due <i>Virtual Discussion Open</i>
Spring Break!			
T 3/22	Catch-up Day (<i>if necessary</i>) Virtual Class Debate (ELMS)		
Th 3/24	Insight Skills: Facilitating Insight	Hill, Ch. 13	Group Presentation #4 Virtual Discussion Due
T 3/29	Helping Skills Practice Big Group Processing and Discussion		
Th 3/31	Insight Skills: Immediacy	Hill, Ch. 14	
T 4/5	Helping Session Day 2 Biopsychology Building 2150		Complete Helping Session 2 <i>Quiz #2 Open</i>
Th 4/7	Integration of the Insight Stage Video: Clara Hill	Hill, Ch. 15	
T 4/12	Cognitive Behavioral Therapy Video: Albert Ellis	Hill, Ch. 16 pp. 333-344; Gaudiano (2008), CBT Factsheet	Quiz 2 Due

Th 4/14	Action Stage: Overview Steps for Action I	Hill, Ch. 16 pp. 344-366	Group Presentation #5
T 4/19	Helping Skills Practice Big Group Processing and Discussion		
Th 4/21	Steps for Action II	Hill, Ch. 17	Group Presentation #6
T 4/26	Helping Skills Practice Big Group Processing and Discussion		<i>Quiz #3 Open</i>
Th 4/28	Integrating Skills of the Action Stage Video: Clara Hill	Hill, Ch. 18	
T 5/3	Final Helping Skills Practice Big Group Processing and Discussion		Quiz 3 Due
Th 5/5	Integrating the Three Stage Model Termination and Wrap-up	Hill, Ch. 19	
T 5/10	Final Exam (In Class)		
F 5/13	-----		Transcript and Tables #2 Due at 12pm

*Note: Instructor reserves the right to make changes to the syllabus as needed

Course Reference List

American Psychological Association (Producer). (2009). *Helping skills in practice: A three-stage model* [DVD]. Available from <http://www.apa.org/pubs/videos/4310868.aspx>

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Gaudiano, B. A. (2008). Cognitive-behavioural therapies: achievements and challenges. *Evidence Based Mental Health*, 11(1), 5-7.

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Psychological Films (Producer). (1965). Three approaches to psychotherapy – Albert Ellis [Video]. Available from <http://www.youtube.com/watch?v=2cOLJBQZRA>

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Rogers, C. R. (1992). The necessary and sufficient conditions of therapeutic personality change. *Journal of Consulting and Clinical Psychology*, 60, 827-832. (Original article published 1957).

Shedler, J. (2010). The efficacy of psychodynamic psychotherapy. *American Psychologist*, 65, 98-109.

Simmons, M. (Producer). (2007). *C.B.T. skills in practice* [Video]. Newport, Wales: Newport University of Wales. Available from www.alexanderstreet.com