

UNIV 1820.H71 – SSS Peer Advising
Fall 2014
Thursday 12:30-1:45pm
Undergraduate Building (UG), Room # TBD

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Couse Description:

The purpose of the SSS Peer Advising enrichment courses is to allow SSS sophomores training and instruction to gain professional experience; obtain mentor strategies for substance abuse intervention and suicide prevention; develop supportive mentoring relationships with SSS freshmen; demonstrate leadership roles by meeting weekly and engaging in a community service project with their mentees. Each peer advisor will be paired with three to four mentees enrolled in the SSS UNIV 1800 freshmen course, which runs concurrently to the SSS Peer Advising course. Peer advisors will submit their individual profiles on the second week of the course. Profile includes the peer advisor's name, major, minor, extracurricular activities, hobbies & interests, and reasons for becoming a peer advisor. SSS freshmen will be presented with profiles and choose their preference of peer advisor on the third week of the course. The *Peer Advisor Meet and Greet* will occur on the fourth week of the course. Peer advisors will be provided with suggestions for ice breaker activities to use during the *Peer Advisor Meet and Greet*. A peer advisor's duties are varied by role and require devotedness and a willingness to ensure the success of your mentees. Peer advisors should be familiar with the University's systems to guide your mentee with not only a great academic experience, but also a personal one. Peer advisors will receive ongoing support from their SSS advisor/instructor during the semester, both within the classroom and individual meetings. Furthermore, SSS advisor/instructor will continue to support all peer advisors for the remaining of the semester. Lastly, a peer advisor meeting will be scheduled prior to finals so that as group we can address any challenges surrounding finals.

Couse Objectives:

1. Students will attend a substance abuse workshop facilitated by a staff from Wellness & Prevention Services.
2. Students will complete a professional resume and cover letter with the instruction of staff from Business Services-CT Works.
3. Students will receive QPR- Question, Persuade and Refer, suicide prevention training from Mental Health Services.
4. Students will submit weekly journals that include mentee contact. Journals will also include mentors academic performance and weekly academic goal.
5. Students will meet with their mentees on a weekly basis.
6. Students will engage in a one-day community service project with their mentees.

Confidentiality Agreement: Peer advisors will abide by the Center for Academic Programs (CAP) employee confidentiality agreement, described below.

In this agreement consider yourself a “student worker,” your SSS advisor/instructor a “supervisor,” and withdrawal from Peer Advising course as “dismissal.” The confidentiality agreement will be provided

during the first week of course and the peer mentor's signature is required in order to stay enrolled in the course.

CAP confidentiality agreement: Due to the nature of the work assignments at the Center for Academic Programs, you may come in contact with confidential material and personal information about staff and students serviced by the programs (i.e., social security numbers, names and addresses, academic records, etc.). Anyone employed by the department including professional and non-professional staff, as well as **student workers** and temporary employees are expected to regard such information as confidential and shall not disclose or discuss it with anyone unless it is directly related to your work responsibilities and you have received approval from your **supervisor**.

The unauthorized release of confidential information by any employee may be sufficient reason for **dismissal**. All alleged violations will be investigated by the staff member's supervisor and the Director of CAP.

Above all, a professional ethical responsibility rests on all CAP employees to safeguard the privacy of our records. By signing this statement of policy, you are giving evidence of recognizing this responsibility. Thank you for your cooperation.

HuskyCT:

The following items will be available to students via HuskyCT: Assignments, reminders, journal template, and grades

Class participation: Your contributions to class discussion are required as the class dynamic weighs heavily on student engagement. The majority of the class lessons and assignments will be contingent on your class participation and, as a result, attendance is required.

Academic integrity: Please review both of these websites.

http://www.community.uconn.edu/academic_integrity.html and

http://www.community.uconn.edu/student_code.html

Late assignment policy: Late submission of assignments must be accompanied by a valid reason. Consequently, the final grade for the assignment will be reduced by 10% per day late.

Absenteeism: If you miss a class, please be sure to inform me as soon as possible regarding your absence. It is still your responsibility to submit assignments on time.

Snow and class cancellation policy: Please utilize this website, <http://alert.uconn.edu/>, as well as UConn official alerts to learn about weather-related class cancellations.

Disability policy: People with disabilities, please refer UConn's policy statement, <http://policy.uconn.edu/?p=419>

Grade:

Community Service Project	30%
Journals	30%
Class participation	20%
Cover Letter	10%
Resume	10%

Community service project:**20/30**

Peer advisors will participate in a one-day community service project. SSS advisor/instructor will be present for support and supervision. The project will be elected and defined early in the semester by entire class. All peer advisors are required to participate as it counts for 20/30 of the community service project grade. If peer advisor is unable to attend community service project due to illness, please be sure to inform SSS advisor/instructor as soon as possible regarding your absence. It is still your responsibility to make up assignment by meeting with instructor to identify and approve another community service opportunity. In addition, peer advisors are to recruit, at least, one mentee or provide demonstrated efforts in recruiting mentee volunteers for community service project.

10/30

Provide a written summary of the background of the agency for which peer advisors will be collaborating with for the community service project, including the history and mission of the agency (1-2 paragraphs). Summarize your overall experience of volunteering for the agency; include your outreach methods to gain mentee participation, personal view of the mission of the agency and a personal reflection on the fulfillment attained by the involvement in the community service project. The written portion of the community service assignment must be 1-2 pages typed, double spaced with 12 size font and one inch margins. Headers and title will not count toward page requirement.

The due date for this written account is a week after participating in the community service project, date TBD.

The community service project will take place in November and is not included in the ten- week course schedule, outlined in the syllabus. The community service project will allow additional time for the peer advisors and advisees to meet as a group.

Journal entries:

Weekly journal entries are required for this course. You will be expected to submit a one page typed journal entry, double spaced with 12 size font and 1 inch margins. Headers and title will not count toward one page requirement. The journal should be a reflection of your week and include mentee contact and academic and mentee related short term goals. These sections are described below. Submit journal entries via HuskyCT.

20/100

Write a brief paragraph describing an overall reflection of your week. This section should include academics and/or factors (i.e. work hours, time management) affecting your academic performance.

40/100

Provide one paragraph describing your short term goal for next week and a reflection on your goal from the previous week. This goal should be related to your academics or mentee meetings, i.e. *"I will meet with every instructor for which I received a 'C-' or lower on exam to discuss techniques for the following exam."* *"I will invite mentees by text to attend a campus event with me."* *"I developed a study group with my mentees."*

Briefly, reflect upon your goal from the previous week; comment on how successful you were in meeting your goal or discuss if you had to alter your goal in any way.

40/100

Provide a paragraph describing your weekly meetings with advisees. This section should include mentee meeting dates, topics and types of communication, i.e. *in-person, email, text and or phone call*. If you were not able to communicate with your mentees include the communication efforts used when trying to reach your mentees, examples mentioned above.

Weekly schedule

• Week 1	Introductions, profile, syllabus and assignments Julia Yakovich, Service Learning Confidentiality Form Homework: Peer advisor profile & Journal – week 1 (<i>submitted on blackboard journal tool, weekly</i>)
• Week 2	Valuing Self and Others Ice Breakers Homework due: Peer advisor profile & Journal – week 1
• Week 3	Substance Abuse Mark McDonald, Wellness & Prevention Services Homework due: Journal – week 2
• Week 4	Peer Advisor Meet and Greet Location: UG TBD Homework due: Journal – week 3
• Week 5	Suicide Prevention: (QPR) Question, Persuade and Refer Mental Health Services Homework due: Journal – week 4
• Week 6	Students with Disabilities Jackie Santiago Homework due: Journal – week 5
• Week 7	Professional Development: Resume, Cover Letter & Networking strategies Charles Botts, Business Services-CT Works Homework due: Journal – week 6
• Week 8	Resources and Referrals Homework due: Cover letter and resume; Journal week 7
Week 9	TBD Homework due: Journal week 8
• Week 10	Balanced Healthy Life Homework due: Journal week 9
• Week 11-14	Community service project
• Week 13	Peer advisor reflection
• Week 14	Wrap-up & evaluation Homework due: Community service paper