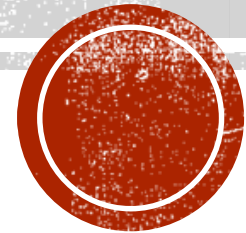


LAS POSITAS COLLEGE

**COLLEGE PLANNING PRIORITIES &
ACTION PLANS TO COMPLETE PRIORITIES DISCUSSION**

TUTORIAL SERVICES PRIORITY



William Garcia, Vice President of Student Services

PLANNING PRIORITY

“Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.”



WHAT ACTIVITIES HAVE OCCURRED TO DATE

Evaluation of Tutorial Services at Las Positas College

During spring 2017, a Learning Center Exploratory Work Group was established to evaluate the current Tutorial services and to envision a future of a centralized or unified learning center. Recommendations were included in a formal report submitted to Dr. Barry Russell for his review and consideration.

Major takeaways: Unify student support centers currently found throughout campus; relocation to 2100 building; rebranding the entity; personnel assessment; and review of tutorial curriculum.



WHAT ACTIVITIES HAVE OCCURRED TO DATE

Acquisition of TutorTrac

During spring 2017, the Hispanic Serving Institution (HSI) grant agreed to help the Tutorial Center purchase TutorTrac, a computer software designed to help improve the efficiency and effectiveness of the Tutorial Center. TutorTrac will be purchased at both Chabot College and Las Positas College.

Major takeaways: Multi-year server contract to host of information online; record student visits, automated student appointment system, and generate reports; host online study sessions; and generation of online surveys for students to assess effectiveness of service.



ACTIVITIES PLANNED FOR 2017-2018 ACADEMIC YEAR

- 1. Successfully implement TutorTrac to help improve efficiency and effectiveness of the Tutorial Center.**
- 2. Initiate conversations with student support centers throughout Las Positas College to explore the opportunity of creating a unified learning center.**
- 3. Participate in discussions campus-wide and district-wide for inclusion in the Facilities Master Plan if the current proposal of relocating to the 2100 Building is not feasible.**



GROUP DISCUSSION REGARDING OTHER ACTIVITIES THAT COULD BE DONE

- 1.** Are academic and student services administrators, faculty, and classified professionals open to the possibility of creating a unified learning center?
- 2.** How can we collaborate to fully realize the resources including, but not limited to, office supplies, assigned personnel, software, and other resources?
- 3.** How can the existing sources of funds be maximized in order to serve all students enrolled in basic skills, career technical education, and transfer courses?
- 4.** Should current CAH release time for the Reading & Writing (RAW) Center Coordinator be reevaluated?



TYPE OF ASSISTANCE NEEDED TO ACHIEVE PLANNING PRIORITY

1. Need to determine what direction the College wishes to take with regards to the a unified learning center and specifically Tutorial services.
2. Need to decide what kind of leadership will be required to oversee Tutorial services long-term or the proposed unified learning center.

“Tutoring is conducted through a designated learning center under the supervision of a qualified faculty member...” (Title 5, Section 53415)

3. Need to evaluate the curriculum associated with Tutorial services to determine if non-credit is appropriate moving forward.



FUTURE POSSIBILITIES

- 1.** With the anticipated successful implementation of TutorTrac, the College will need to evaluate assigned personnel given that some of the tasks currently done manually will be automated.
- 2.** Will need to ask how Tutorial services will factor into Facilities Master Plan to be created in fall 2017.
- 3.** May need to consider Tutorial services or possible unified learning center if and when a reorganization is considered in the future. Is the entity best aligned in academic services or student services?



THANK YOU

Thank you for engaging in this meaningful conversation regarding Tutorial services at Las Positas College.

