



Tutoring Center

Instruction

Vision/Narrative

Vision and Goal

It is our belief that educational success is achieved by understanding and enhancing one's own learning process. The Tutoring Center staff is committed to providing students with the opportunity to develop positive attitudes about themselves, their studies, and their learning skills. The goal of tutoring is to guide students to independent learning. This is accomplished by providing tutees with the opportunity to be actively engaged in the discussion and manipulation of course material. As an active learner, the tutee accepts responsibility for their own learning, which results in increased self-confidence and steady progression towards educational and personal goals.

Feedback from Supervisor / Dean



Program Objective 1: Increase the use of non-in person tutoring support for Gavilan College students.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

No: Accreditation review recommended that the college research the provision of equitable student support services to online students. This research suggested the need for online tutoring for evening, off-site, and online students.

Progress:

Yes: The net-tutor tool is continued to be used. It not highly used and the tutoring center is exploring other tools.

Activity 1: Continue with Net-tutor through 18/19

Personnel Request - *none*

Non-Personnel Request

| Specific Item(s) Needed | Amount Requested (\$) | Fund Source / Type |
|-------------------------|-----------------------|--------------------|
| Annual license | \$ 7000.00 | Equity / One-Time |
| <i>Total Requested</i> | <i>\$ 7000.00</i> | |

Activity 2: Review the possibility of using Zoom as an online tutoring software.

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

| Ranker | Comments | Rank |
|---------------------|----------|------|
| Dean | | |
| Vice-President | | |
| Budget Committee | | |
| President's Council | | |



Program Objective 2: Increase the effectiveness of the tutoring scheduling system.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

No: WC online is currently being piloted in Fall 18.

Activity 1: Select appropriate system

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Purchase system

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Pilot use of WC online in 18/19.

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

| Ranker | Comments | Rank |
|---------------------|----------|------|
| Dean | | |
| Vice-President | | |
| Budget Committee | | |
| President's Council | | |



Program Objective 3: Expand our tutorial support services on the main campus and the off sites

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

Yes: Tutoring services are being offered on campus and at off sites. Numbers have decreased. There will continue to outreach to promote services.

Activity 1: Review online scheduling tools.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Recruit additional tutors to allow for off-site tutoring.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Schedule additional hours for offsite tutoring.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 4: Conduct additional tabling and outreach.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 5: Conduct evening ESL tutoring.

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

| Ranker | Comments | Rank |
|--------|----------|------|
| | | |



| | | |
|---------------------|--|--|
| Dean | | |
| Vice-President | | |
| Budget Committee | | |
| President's Council | | |



Program Objective 4: Integrate location and services with Learning Commons and Writing Center.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

IEC Program Review:

Yes, this Objective is based from the last IEC Program Review.

Progress:

No- None -

Activity 1: Conduct meetings with relevant program representatives.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Develop a operation and facility plan.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Train staff.

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

| Ranker | Comments | Rank |
|---------------------|----------|------|
| Dean | | |
| Vice-President | | |
| Budget Committee | | |
| President's Council | | |