

STUDENT SUCCESS COMMITTEE/ ATD CORE TEAM

INSTRUCTIONAL SUPPORT WORKGROUP

AGENDA

March 5, 2015

GC210K 3:00-4:30pm

SENATE MOTION: The Student Success Committee moves that it form a workgroup to explore, discuss, and make recommendations regarding West's Instructional Support Services for student success (learning center, learning skills, library, etc.) **MSP**

Attendees: Buck Stapleton, Ken Lin, Diane Matsuno, Bob Sprague, Yervant Boghos, Matt Robertson, Ken Le, Ted Pointer, Tim Russell, Celena Alcalá, Susan Fong, Agyeman Boateng, Nancy Sander, John Titus, Francisco Monzon, Kimberly Manner, Phyllis Braxton, Susan Trujillo, Fran Leonard, Clare Norris

1. **Introductions (3:00-3:35)**

- a. What is the best experience you had with instructional support as a student, and what did you learn from it?

2. **History of Instructional Support at West (3:35-4:05)**

Learning Skills

- a. The Learning Center started as a space on the first floor of the HLRC where instructional materials (including VHS videos and audio cassettes) were checked in and out and that housed the foreign language lab.
- b. Faculty members trying to escape burnout or philosophical differences with colleagues in their divisions were placed into the Learning Center.
- c. Around 1990, as chair of the Library division, Ken Lee cleaned house and hired classified staff support for experimental CAI with the thought that this type of technological instruction could be transformative.
- d. Later two full time faculty members with expertise in math and English were hired.
- e. The faculty members in the division researched software to support students in various disciplines including math, English, Chemistry, Political Science, Biology, ESL, Paralegal and Business. The software included support for math anxiety and Library Research.

Tutoring

- a. The library was asked to take on and centralize West's negligible tutoring offerings. Over the years tutoring gets decentralized into various disparate programs and then is eventually re-centralized on 5-7-year cycles.
- b. The library staff would engage tutors in extensive training, including off campus at university learning centers.
- c. At first, there was no Program 100 line item for funding tutors.
- d. The Writing Lab started out as in-class instructional support.
- e. English 46 was an early reading class offered as a co-requisite with English 21. When the instructor who taught that class retired, it faded away. Personal Development classes were once offered through the Psychology discipline.

Student Success Committee Co-Chairs

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Walter Jones

Academic Senate

Adrienne Foster

Counseling

Vidal Valle

Language Arts

Karen Quitschau

General Ed

Susan Trujillo

Math

Manushak Movsisyan

ASO

Amarachi Uwakwe

Learning Skills/Math

Timothy Russell

CTE

Yervant Boghos
Dolores Gallegos

Assessment

Patricia Bandy

Resource Development

VACANT

Core Team

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Mary-Jo Apigo

College President

Nabil Abu-Ghazaleh

VP, Student Services (Interim)

Phyllis Braxton

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Robert Sprague

Chair, Behavioral & Social Sciences

Buck Stapleton

Recruitment

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Transfer Ctr/Counseling

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Health/Dance/PE

Melinda Smith

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3. Current State of Affairs (4:05-4:40)

West's Instructional Support Offerings

- a. Learning Skills Classes
 - i. Learning Skills was reorganized and moved from being in the Library division into student services.
 - ii. The classes are self-paced, CAI with a few exceptions.
 - iii. Enrollment has dropped significantly from approximately 1200 students in Spring 2012 to approximately 460 students in Spring 2014.
 - iv. Minimum qualifications to teach a Learning Skills course are not discipline specific, so an instructor with an expertise in math can still teach a course with a literacy focus.
- b. Software
 - i. PLATO was originally designed for returning veterans.
- c. Tutoring
 - i. Ted Pointer and Diane Matsuno hire and process new tutors' assignments.
 - ii. Hourly faculty members have been hired to work on the floor of the Learning Center with the tutors since the Learning Skills faculty members moved into Student Services.
 - iii. Much of West's tutoring remains grant funded.
 - iv. The current staff has maintained the approximate 10,000 contact hours per semester since the reorganization.
 - v. The Center offers online tutoring seven days per week.
- d. Library
 - i. Librarians lead library orientations for students.
 - ii. Library Science classes are offered.
- e. Supplemental Instruction
 - i. West's SI program is funded through the PBI grant and Basic Skills funds. SI Leaders are embedded in certain math, Communication Studies, and English classes.
- f. DSPS Services
 - i. Several learning skills classes are taught face-to-face by Fran Israel, an hourly DSPS **Learning Specialist**.
 - ii. West's DSPS population has doubled in the last two years.
- g. Faculty Assisted Learning
- h. Computer Labs
- i. Media

4. Future of Instructional Support at West – PENDING FOR NEXT MEETING

5. Immediate Next Steps – PENDING FOR NEXT MEETING

- a. Future Meetings
- b. Homework