

Program Review: Executive Summary

Department: Learning Center

Date: October 23, 2002

Description of Current Program:

The Learning Center has been a comprehensive resource for peer tutoring, learning assistance and self-instructional materials since 1962. Because it is an instructional resource link to other programs on campus, it is somewhat fragmented, and this concern is being addressed by reorganizing and updating instructional media materials with the help of designated departmental liaisons. Also, a tutor coordinator in the Learning Center now manages most of the campus-wide tutor budget in order to alleviate redundancy and promote expediency, and campus-wide general tutor training has been implemented to promote core knowledge of various tutoring techniques, regulate record keeping, and trouble shoot potential problems.

The Learning Center also is used to create instructional media, including audiotapes, videotapes and multi-media packages. Using GAIN and CalWorks funds, the Learning Center established the Lab for Academic and Instructional Resources (LAIR) computer lab with forty-nine computers, Internet access, a 35-CD "jukebox" and a video server that can be accessed by any computer station on campus.

Five-Year Trends:

1. Orientation and assessment of incoming students suggests that the need for basic skills continues to rise. As a result, we are reassessing our offerings in basic skills courses to meet these needs.
2. As the California State University system winds down its support and acceptance of underprepared students and those students who have had no preparation, an increase of students will come in need of academic support.
3. In addition, the continuing flow of immigrants needing to improve their skills in English reaffirms the need for the Learning Center to expand its materials and courses to support these students.
4. We need to support students from a wide range of learning styles, socio-economic strata, and ethnic background; therefore, the use of ever-changing computer-assisted instruction, Supplemental Instruction, basic skills workshops, and tutoring will help in this effort.

Needs Analysis:

1. How can we use reading assessment scores to help determine student success and outcomes? How can we increase reading and critical thinking skills?
2. What early alert system can be designed to identify students in academic trouble? And what can be done with that information to decrease attrition rates?
3. How can we assist/support the college curriculum to increase transfer rates?
4. How do we reorganize general tutor training to best serve all the tutors on campus, and thereby, improving students' chances for success?
5. What can be done to initiate an "open" computer lab for all students?

Recommendations:

1. Hire a full time Learning Skills Specialist who will design and implement new curriculum for The Learning Center.
2. Work with LACCD Learning Skills/Developmental Communications discipline committee to increase course offerings.
3. Work with the counseling department to improve student support and try to develop an early alert procedure to help students seek the help they need before they are placed on academic probation or they drop out.
4. Inventory all Learning Center materials and contact department chairs to examine them. Replace all obsolete materials with new instructional media materials.
5. Develop new curriculum for general tutor training and consult district Learning Skills Committee and Valley's Tutor Task Force.
6. Hire additional person to assist with clerical support for academic programs.

Goal	Action Required	Implementation
Hire Learning Skills Faculty	Submit request to IPC	Fall 2002
Learning Skills courses	Have outlines submitted to district committee	Spring 2003
Meet with Counseling	Collaborate on early alert procedures	Spring 2003
Inventory	Conduct inventory	Fall 2002
Develop tutor training	a. consult with Tutor Task Force	Fall 2002
	b. consult with district discipline committee	Spring 2003
Hire classified staff person	Submit request to Classified Hiring Committee	Fall 2003