

Basic Skills / Writing Center

I spend 10 hours/week split between drop-ins and planning for Word Jam.

1. Provide a brief description of your program/service (50 words or fewer).

- one-on-one drop in writing tutoring
- participate in training peer tutors in tutoring in writing (when schedule allows)
- periodically share classroom writing activities with Canada faculty in an effort to promote writing across the curriculum (<https://canadacollegewac.wordpress.com/>)

2. Is the college contractually obliged to provide your program/service? Explain.

No. The college is not contractually obligated to provide this service.

3. Is the college obligated to provide your program/service in order to meet accreditation requirements? Explain.

Yes. Accreditation requirement #16 states:

The institution provides, through ownership or contractual agreement, specific long-term access to sufficient information and learning resources to support its mission and instructional programs in whatever format and wherever they are offered.

4. How does your program/service specifically support objectives of the Educational Master Plan or other strategic plans?

*Aspects of **Strategic Plan** that the Basic Skills / Writing Center fit under 2 of the 4 Strategic Plan Goals. They are underlined and bolded here:*

1. Teaching and Learning: Equip students with the knowledge and transferable skills so they can become productive citizens in our global community; **provide clear pathways for students to achieve educational goals**; invest in opportunities to promote engagement; conduct provocative professional development; and create innovative and **flexible learning** systems

2. Completion: **Commit to student completion of certificates, degrees, and transfer; and create pathways which support the success, retention and persistence of students in their educational goals.**

5. How many students (headcount) per semester are served by your program/service in an academic year?

Fall 2012: 70 students

Spring 2013: 180 students

Summer 2013: 31

Fall 2013: 223

Spring 14 – to date: 144

The Word Jam attendance #s will likely be in Dean Johnson's Word Jam report, but here they are just in case:

Aug 2012: 25

Jan 2013: 39

Aug 2013: 50

Jan 2014: 68

6. Does your program/service provide for the needs of a special population of student?

Humanities students, particularly English, though I also see accounting students, even science students for their lab write ups.

I also end up helping students with Personal Statements for scholarships and college applications.

7. What is your evidence of program success?

According to data provided through the Office of Institutional Research, students that received tutorial assistance were more successful and were retained at greater rates and percentages than those that did not receive tutorial assistance.

8. What measures would be required in order to accommodate your current students if your program were to lose funding?

I suspect that we'd need to strengthen the Peer Tutors' training in writing, though the person in this position is the likely one to do that training...

9. What specific measures of cost savings to your program/service can you propose? What are the consequences of implementing these measures

Writing Center services are an integral part of academic support services.

10. What other possible sources of funding might be available to fund your program/service?

N/A