2020 Instructional Program Reviews

CAN Program Review (Instructional) - Learning Center (Fall 2023)

STEP 1: Annual Updates

2020-2021

1. Changes & Updates: The college is currently in year three of a five-year implementation plan for Guided Pathways.
The ending of several large grants that provided primary funding for services including peer tutoring, peer mentoring, embedded tutoring and other student support programs in the STEM and Learning Centers.

2. Progress Reports: N/A

3. Rationale for New Goals: Expansion of peer mentoring program and addition of Retention Specialist positions are a critical component of Interest Area Success Teams and Guided Pathways implementation.

Annual Update Status: In Process

Related Documents & Links:

GP IA Retention Specialist Classified-Hiring-Justification_signed_11.12.20.pdf

Goal Description: Expand and Enhance Programs and Services

1. Expand and enhance programs and services that have the most impact on student success (Jams, Colts-Con, BTO, Retention Support) by institutionalizing and sustaining successful practices in the absence of adequate funding

Goal Status: 1 - New (PR)

Relevant Program Review Cycle: 2020-2021

Estimated Start Date: 01/02/2020

Estimated Completion Date: 09/30/2020

Please select the college goals with which your program goal aligns.: Student Completion/Success - Provide educational and student services programs that highlight inclusivity, diversity, and equity in their mission to help students meet their unique educational goals and minimize logistical and financial barriers to success.

Resource Requests

New Signage, Proctoring Half-Wall, Smart TV's/Digital Whiteboard in the Learning Center - •   New Signage: The Learning Center requests new interior signage for its space. The current signage is outdated and no longer reflects current programming or locations. (A2B, Beating the Odds, SSS, etc. need to be removed). Identification of Dream Center, Learning Lab, Writing Center, General Tutoring and new print station location must be posted.

•   Proctoring area half-wall enclosure: The Learning Center proctors between 400 and 600 exams per semester as a service for Cañada instructors and students. We proctor both paper and web-based exams. Currently, the proctoring area is located adjacent to the from counter and is separated from the LC main lab by a 54" tall temporary partition wall. We request to have a taller 8'+ half wall (similar to the one in the BTO space) installed along the proctoring area to help mediate noise levels and keep the area more separated and secured.

•   Smart TVs/Digital Whiteboards w/ CRESTRON Boxes for Study Rooms: The Learning Center recently acquired two large digital whiteboards for its open space labs. This new technology has been a huge improvement to student learning. They allow students to create digital copies of notes, connect person devices to displays and are WiFi connected. The Learning Center has four student study rooms (9-251B, 252, 253, 254), and two larger conference rooms 9-257A and 9-251C, which we would like outfitted with this technology.

Status: New Request - Active

Type of Resource: Equipment (Items Over $5000)
Cost: 10000
One-Time or Recurring Cost?: One-Time Cost

Projectors, Laptops and Charging Stations - •   New Staff and SA Administration Laptops; the Learning Center has two Staff administration laptops which are grossly out of date and no longer supported by ITS. They are currently still working and are utilized for a variety of different uses (mobile presenting, mobile sign in stations, workshops, etc.), but should be replaced with newer more functional models.
•   Pico Projectors: The Learning Center would like to purchase two pico-projectors at a cost of around $350 each. This would be used as mobile projectors for workshops and meetings, utilized during COLTS-CON and the Jams and would be available for student checkout and use.
•   PA System: The Learning Center requests the addition of a PA system for its floor. We serve a large number of students in a huge space that is split into several areas. We need a way to address the entire population quickly and effectively across the entire floor. This could prove critical in cases of emergency, but would also be utilized for all major Learning Center events (JAMS, COLTS, etc.) and general announcements (Campus events, LC Workshop advertising, closing, etc.).
•   Table Charging Stations: The Learning Center requests desktop charging solutions for changing student needs. Today students carry a variety of multiply electronic devices which require electricity to power and charge. We would like to have several universal charging points installed at strategic locations and tables throughout the LC to support students' electronic needs.

Status: New Request - Active
Type of Resource: Equipment (Items Over $5000)
Cost: 5500
One-Time or Recurring Cost?: One-Time Cost

Study pods/booths and High-top desks: The Learning Center would like to support student health and wellness by offering an alternative to traditional sitting desks by installing several High-top desks and chairs which would allow for standing studying. We would also like the addition of study pods/booth seating to promote quiet study and/or group work.

Status: New Request - Active
Type of Resource: Supplies (Items less than $5000)
Cost: 5000
One-Time or Recurring Cost?: One-Time Cost

Goal Description: Be Purposeful in Our Delivery of Academic Support Services

Continue to be creative and purposeful in our delivery of academic support services by utilizing available resources and being inclusive of faculty as a part of the planning process and in a consulting role

Goal Status: 1 - New (PR)
Relevant Program Review Cycle: 2019-2020
Estimated Start Date: 01/02/2020
Estimated Completion Date: 05/29/2020
Please select the college goals with which your program goal aligns.: Organizational Development - Focus institutional resources on the structures, processes, and practices that invest in a diverse student population and prioritize and promote equitable, inclusive, and transformative learning.

Goal Description: Focus on Information Delivery for LCTR Courses

3. Focus on student success and innovative information delivery for students enrolled in the Learning Center courses
4. Design a Canvas course shell for every Learning Center course

Goal Status: 1 - New (PR)

CAN Program Review (Instructional) - Learning Center (Fall 2023)

Relevant Program Review Cycle: 2019-2020
Estimated Start Date: 11/03/2019
Estimated Completion Date: 05/29/2020
Please select the college goals with which your program goal aligns.: Organizational Development - Focus institutional resources on the structures, processes, and practices that invest in a diverse student population and prioritize and promote equitable, inclusive, and transformative learning.

Goal Description: Institutionalize Tutoring and Peer Mentoring Services

The tutoring and peer mentoring academic support services are currently financially supported in large part by grant funds. Academic supports for drop-in tutoring, embedded tutoring and graduate level tutoring needs to be institutionalized and support through college funding.

Goal Status: 1 - New (PR)
Relevant Program Review Cycle: 2020-2021
Estimated Start Date: 10/01/2020
Estimated Completion Date: 06/01/2024
Please select the college goals with which your program goal aligns.: Student Completion/Success - Provide educational and student services programs that highlight inclusivity, diversity, and equity in their mission to help students meet their unique educational goals and minimize logistical and financial barriers to success.

Action Plans

2020-2021 - Develop cost analysis of tutoring services (and peer mentoring) to determine how much funding is needed to support students. Conduct a needs assessment and a cost estimate. (Active)
Who's Responsible for Completing this Action Plan?: Diva Ward, Julian Taylor, Josue Alcaraz, Georganne Morin **Estimated Completion Date:** February 2020

Resource Requests

2 full-time Retention Specialist positions to support Interest Area Success Teams as part of Guided Pathways Implementation - The two existing Retention Specialist positions in the STEM and Learning Centers rely on funding from grants that have ended or will be ending soon. Interest Area Success Teams are a vital component of Guided Pathways implementation and this request is needed to ensure the positions continue.
Status: New Request - Active **Type of Resource:** Non-Instructional Personnel **Cost:** 184979 **One-Time or Recurring Cost?:** Recurring Cost **Critical Question: How does this resource request support closing the equity gap?:** The early intervention and support provided by the Success Teams will be critical for our efforts to ensure retention within the Interest Areas and help close equity gaps by providing peer support to students. Peer-to-peer engagement within a structured retention program is a proven practice for improving equity outcomes. **Critical Question: How does this resource request support Latinx and AANAPISI students?:** This resource supports our Latinx and AANAPISI students by increasing the number of these students who interact with one or more of the supports provided via the Success Teams.
Learning Center Peer Tutoring Support to include all levels of academic support including STEM, Below Transfer, ESL, Non-STEM - Peer and professional tutoring is a core component of academic support for students and is vital to support course success and retention. We currently allocate some funding to support these efforts from SEA categorical funds, however the yearly cost exceeds that amount and we anticipate reductions to those allocations in coming years.
Status: Continued Request - Active

Type of Resource: Budget Augmentation

Cost: 80000

One-Time or Recurring Cost?: Recurring Cost

Critical Question: How does this resource request support closing the equity gap?: Tutoring and learning support programs are high-impact practices in successful efforts to eliminate equity gaps. Programs such as peer tutoring and supplemental instruction consistently demonstrate success in reducing equity gaps in student success and increasing retention for disproportionately impacted student populations.

Critical Question: How does this resource request support Latinx and AANAPISI students?: This resource request supports our Latinx and AANAPISI students by providing vital academic support programs to increase course success and semester-to-semester retention.