Planned Project Kickoff
Target Completion

PROJECT SUMMARY

Develop and pilot a model for strategic academic support which can be scaled up for many high risk courses. This scope of this project is to design and implement a systematic process that promotes students self-identifying for tutoring before failing an assignment and/or test. In short, the project identifies a specific problem and works toward a systematic, strategic, solution rather than short-term reactive solution where students seek tutoring after failing.

The project also begins to identify the “how” in question:

1P15. How do you determine and address the learning support needs (tutoring, advising, placement, library, laboratories, etc.) of your students and faculty in your student learning, development, and assessment processes?

PROJECT RATIONALE

Currently, Illinois Central College offers 3 learning labs at 3 different locations. The learning labs are fully staffed each semester. Current data suggests that although tutors are available for the duration of the semester, the students generally seek tutoring after failing an assignment or an exam. Piloting a project which focuses on targeting students who are enrolled in low-retention gateway courses prior to assignment or exam failure may impact how the institution delivers tutoring services and faculty involvement in determining tutoring content.

This project will take one academic year to complete. This allows for 2 semesters worth of data to be collected and analyzed as planning is taking place for the next academic year.

PROJECT GOALS AND DELIVERABLES

The following calendar will be used:

June and July 2014 and January 2015
1) Identify courses with highest rates of D, F, W
2) Collect student and faculty voicing data to discover gaps in student knowledge compared to the course objectives
3) Identify potential tutors who have a knowledge base and tutoring experience

August 2014 and January 2015
4) Market tutoring to the students enrolled in identified courses
5) Schedule tutors according to student availability

August 2014 – May 2015
6) Measure services received by student
7) Report the results of assignments, exams, and course grade for students who received services

December 2014 and May 2015
INSTITUTIONAL INVOLVEMENT

A:

- The Learning Labs (the college's tutoring services)
- Academic Departments (including faculty)

Their involvement entails:
1) Identifying an at-risk-student population associated course enrollment
2) Collecting voicing data from students who seek tutoring assistance and those who do not seek assistance
3) Working with faculty to determine tutoring services/tutoring content
4) Identifying potential tutors who have a knowledge base and tutoring experience
5) Marketing of tutoring services
6) Scheduling of tutors and scheduling of students
7) Seeking input of faculty in the Academic Warning process by adding an option: Student Needs Tutoring in [insert course]. Selecting this option sends an automated email to the process owner of Academic Warning who can contact the Learning Labs who can contact student to schedule an appointment.
8) Determining student availability
9) Reporting the success of tutoring
10) Measuring the impact of student tutoring on course grades
11) Aligning future schedule recommendations for lab scheduling using the ICC course schedule, course success data, as well as faculty and student stakeholder input.

PROJECT CONTROL

A:

Measures include:

1) Increasing student success rates in pilot courses
2) Scheduling tutors to meet student need
3) Staffing labs with tutors who meet the needs of student learning (i.e. appropriate content knowledge)

These measures will be evaluated according to the calendar in Question 3.

ANTICIPATED CHALLENGES TO PROJECT SUCCESS

A:

Challenges may include the following:

- Communication channel for student self-identification of tutoring needs
- Current Academic Warning process is being re-vamped; this needs to be proactively a part of the re-vamping
- Creating a culture of pro-activity versus reactivity within the image of student academic support labs

ADDITIONAL INFORMATION

A:

This is a pretty straightforward action project. The team should be able to make a recommendation to the college community following the pilot work.