**Draft of Survey for Tutoring Centers**

**Invitation to Participate**

Dear Learning Assistance Center Educator,

Educators associated with the California Community College Success Network (3CSN), the Association of Colleges for Tutoring and Learning Assistance (ACTLA), and the Academic Senate for California Community Colleges (ASCCC) have partnered to find ways to improve our ability to support student success through learning assistance programs. Learning assistance centers and related services have a long history of increasing student engagement and enhancing student success. Now more than ever, the leadership, expertise, and services we offer are needed to improve student under preparedness and successful completion rates.

This survey is designed to gather data about learning assistance centers within the California Community College system in order to:

· connect practitioners

· identify promising practices

· develop resources

The survey will take approximately 15 minutes to complete. Please contact crystal@3csn.org with your questions and for more information.

Sincerely,

The California Community College Learning Assistance Collaborative (CLAC)

*An association among 3CSN, ACTLA, and the Statewide Academic Senate to strengthen learning assistance programs and services in California Community Colleges.*

**Draft of the Survey**

Please answer these questions on behalf of the center that you coordinate. There may be other learning assistance centers at your college. If this is the case, then please forward this survey to those coordinators. There may be several surveys submitted from each college; each survey will represent a different hub of learning assistance at your college.

1. Please select your college.
2. What is the name of your learning assistance center?: \_\_\_
3. What is/are your title(s)? \_\_\_
4. What is your position category?

* Faculty
* Classified
* Management
* Other (Specify): \_\_\_

1. What is your terminal degree? \_\_\_
2. Did you need to obtain any additional training or certification to hold your current position?

* Yes (Specify): \_\_\_
* No

1. To whom do you report? (Check all that apply.)

* Director/Manager
* Dean
* Vice president
* President
* Other (Specify): \_\_\_

1. About how many students attended your college in fall 2014 (unduplicated head count)?

* Fewer than 5,000 students
* 5,001 – 10,000 students
* 10,001 – 15,000 students
* 15,001 – 20,000 students
* 20,001 – 25,000 students
* 25,001 – 30,000 students
* More than 30,000 students

1. What types of learning assistance are available at your college? (Check all that apply.)

* Walk-in/Drop-in
* Tutoring by appointment
* Online course-embedded tutoring. (Tutor is assigned to a specific online course section and is included in the online course management system.)
* Supplemental Instruction (tutors are formally trained and certified by the University of Missouri, Kansas City [UMKC] SI model) *(Skip logic – see italicized questions below.)*
* Supplemental instruction (tutors are assigned to a specific course section and hold study sessions and/or workshops for those students; not trained/certified by UMKC) *(Skip logic – see italicized questions below.)*
* Course-embedded tutoring (Tutor is assigned to a specific course sections, but they *do not* hold study sessions and/or workshops for those students.)
* Group tutoring (with no structured lesson plan)
* Workshops (with a clearly-structured lesson plan)
* Study sessions (with a semi-structured lesson plan)
* One-to-one tutoring by phone
* Live online tutoring via CCCConfer, Skype, or other service
* Specific services to strengthen study skills, life skills, or learning skills
* Other (Specify): *\_\_\_*

*9a. Do you have an SI Supervisor/Coordinator?*

* + *Yes (Skip logic to 9a1)*
  + *No*

*9a1. If “yes,” what is this position category?*

* + *Faculty*
  + *Classified*
  + *Management*
  + *Other: \_\_\_*

*9b. How is your SI program funded?*

* + *Federal Categorical*
  + *State categorical*
  + *General fund*
  + *Other (Specify): \_\_\_*

*9c. Does your district claim apportionment for SI student participation?*

* *Yes (Skip logic to 9c1)*
* *No*

*9c1. If “yes,” how is SI participation reported?*

* + *As “Supervised Tutoring” under Title 5*
  + *As “supplemental instruction” under Title 5*
  + *Don’t Know*
  + *Other: \_\_\_*
* *No*

*9d. What is the oversight/reporting structure of your SI Program? (text box response)*

*9e. In what types of courses did your SI program provide support in fall 2014? (Check all that apply.)*

* + *Basic skills courses (below transfer level)*
  + *Transfer level courses*
  + *GE courses*
  + *CTE courses*
  + *Reading/Writing/English courses*
  + *STEM courses*
  + *Other: \_\_\_*

*9f. Do you have reports available to you to gather and analyze data of your SI program?*

* *Yes*
* *No*

*9g. How do you assess the effectiveness of your SI program?*

* *Participation tracking systems (to track check-in and check-out times)*
* *Written service learning outcomes*
* *Written student learning outcomes*
* *Surveys to all students*
* *Surveys to students who have participated in SI*
* *Surveys to faculty who have SI in their courses*
* *Course completion data*
* *Student success data*
* *Other (Specify): \_\_\_*

1. In what subjects did your center offer tutoring in fall 2014? (Check all that apply.)

* Reading
* Writing
* English as a Second Language
* Math
* Cross-disciplinary study/learning skills
* Agricultural/Animal Sciences
* Arts
* Business
* Education
* Engineering
* English
* Health Sciences
* Human Services
* Humanities
* Sciences
* Social Sciences
* Technology
* Accounting
* Other (Specify): \_\_\_

1. About how many students received any services in or through your center in fall 2014 (unduplicated head count)?

* 0 - 500 students
* 501 – 1,000 students
* 1,001 – 1,500 students
* 1,501 – 2,000 students
* 2,001 – 2,500 students
* 2,501 – 3,000 students
* More than 3,000 students (Specify): \_\_\_
* Don’t know/Not sure (Explain): \_\_\_

1. Centralized tutoring means all tutoring happens within one physical location at your college (irrespective of funding and supervision). Decentralized tutoring means tutoring happens in different physical locations at your college (irrespective of funding and supervision). What type of tutoring does your college offer: centralized or decentralized?

* Centralized
* Decentralized
* Other (Specify): \_\_\_

1. For *your* *center(s)*, where does tutoring occur? (Check all that apply.)

* In a space dedicated for tutoring only
* In a multipurpose space that includes tutoring
* In a computer or learning lab
* In the library
* In a classroom or classrooms
* In a dedicated "Success Center" or "Learning Assistance Center"
* Online
* Other (Specify): \_\_\_

1. Are there tutoring programs on your campus that you do not supervise? (e.g. EOPS, TRiO, etc.)

* No
* Yes (Specify): \_\_
* Don’t know/Not sure (Explain): \_\_\_

1. How many “basic skills” students (students enrolled in developmental or below transfer level English and/or math courses) did your center(s) provide tutoring (any contact with a tutor) for in fall 2014?

* 0 – 500 students
* 501 – 1,000 students
* 1,001 – 1,500 students
* 1,501 – 2,000 students
* 2,001 – 2,500 students
* 2,501 – 3,000 students
* More than 3,000 students (Specify): \_\_\_
* Don’t know/Not sure (Explain): \_\_\_

1. How is/are your center(s) funded? (This includes funding for tutoring and other learning assistance services. Check all that apply.)

* General funds
* Federal Categorical funds: (Specify): \_\_\_
* State categorical funds: (Specify): \_\_\_
* Other grants (Specify): \_\_\_
* Other (Specify): \_\_\_

1. How is *tutoring* in your center(s) funded? (Your center may have different sources of funding for tutoring than for other learning assistance services. Check all that apply.)

* Federal Categorical
* State categorical
* General fund
* Other (Specify): \_\_\_

1. In the last 10 years, has/have your centers(s) initiated any tutoring services through a grant or categorical fund (e.g. BSI, Puente, Title V)?
   * *Yes*
   * *No*
   * *Don’t know/Not sure (Explain):\_\_\_*
   * *Other (Specify): \_\_\_*

*18a. If “yes,” did any of those grant-funded tutoring services become institutionalized into the general fund?*

* + *Yes*
  + *No*
  + *Don’t know/Not sure (Explain):\_\_\_*
  + *Other (Specify): \_\_\_*

1. Who tutors in your center(s)? (Check all that apply.)

* Peers (students who attend community college)
* Undergraduate students who attend a university
* Graduate students
* Part time faculty/counselors
* Full time faculty/counselors
* Classified staff
* Community members
* Professional tutors/vendors
* Other (Specify): \_\_\_

1. What are the minimum qualifications for tutoring in your center(s)? (Check all that apply.)

* Earn a high grade in the course for which tutoring is offered
* Obtain a faculty recommendation
* Complete and pass an assessment
* Complete training prior to tutoring
* Complete ongoing training
* Earn a college degree
* Other (Specify): \_\_\_

1. Do you collect apportionment in your center(s)?

* Yes
* No
* Other (Specify): \_\_\_

1. How are tutors compensated in your center(s)? (Check all that apply.)

* Hourly wage (skip logic – See italicized question below)
* Stipend
* Course credit
* Reassign time/FLEX/Load banking
* Volunteer service (no payment)
* Other (Specify): \_\_\_

*21a. What is the hourly student worker wage?*

* + - * *$9.00 - $10.00 an hour*
      * *$10.01 - $11.00 an hour*
      * *$11.01 - $12.00 an hour*
      * *$12.01 - $13.00 an hour*
      * *$13.01 – 14.00 an hour*
      * *$14.01 – $15.00 an hour*
      * *More than $15.00 an hour*

1. Are tutors in your center(s) housed on the instructional (academic affairs) side or the student services side?

* Instructional/Academic affairs
* Student services
* Don’t know/Not sure (Explain):\_\_\_
* Other (Specify): \_\_\_

1. What types of tutor training does/do your center(s) provide? (Check all that apply.)

* Course/Class/Workshop (for academic credit)
* Course/Class/Workshop (not for academic credit)
* CRLA certification
* Sustained community of practice/ongoing training
* Online
* Other (Specify): *\_\_\_*

1. Do any faculty members work in your center(s)?

* Yes (Skip logic; see italicized questions below)
* No
* Other (Specify): \_\_\_

*23a. If “yes,” how many faculty members work in your center(s)?*

* *1-3 faculty members*
* *4-6 faculty members*
* *7-9 faculty members*
* *10-12 faculty members*
* *More than 12 faculty members (Specify): \_\_\_*

*23b. If “yes,” what activities are these faculty members engaged in? (Check all that apply.)*

* *Tutoring students*
* *Coordinating tutorial services*
* *Mentoring tutors or tutees*
* *Conducting office hours to see their students*
* *Supervision (to collect apportionment for tutorial services or for a similar course)*
* *Conducting workshops*
* *Conducting non-tutorial-related school business*
* *Other (Specify): \_\_\_*

*23c. If “yes,” is faculty presence required for tutoring to take place in your center(s)?*

* *Yes*
* *No*
* *Other (Specify): \_\_\_*

*23d. If “yes,” how are these faculty members compensated?(Check all that apply.)*

* + *Hourly*
  + *Reassign time (Skip logic – See italicized questions below.)*
  + *FLEX time*
  + *Overload (Skip logic – See italicized questions below.)*
  + *Volunteer*
  + *Other (Specify): \_\_\_*

*23d1. If faculty members are compensated through reassign time, how much reassign time do they receive? (Check all that apply.)*

* *Less than 0.2 reassign time (How many faculty receive this amount?: \_\_\_)*
* *0.21-0.4 reassign time (How many faculty receive this amount?: \_\_\_)*
* *0.41 – 0.6 reassign time (How many faculty receive this amount?: \_\_\_)*
* *0.61 – 0.8 reassign time (How many faculty receive this amount?: \_\_\_)*
* *0.81 – 1.0 reassign time (How many faculty receive this amount?: \_\_\_)*
* *Other (Specify): \_\_\_*

*23d2. If faculty members are compensated through overload, how much overload do they receive? (Check all that apply.)*

* *Less than 0.2 overload (How many faculty receive this amount?: \_\_\_)*
* *0.21-0.4 overload (How many faculty receive this amount?: \_\_\_)*
* *0.41 – 0.6 overload (How many faculty receive this amount?: \_\_\_)*
* *0.61 – 0.8 overload (How many faculty receive this amount?: \_\_\_)*
* *0.81 – 1.0 overload (How many faculty receive this amount?: \_\_\_)*

*Other (Specify): \_\_\_*

1. Are tutors who work in your center(s) paid for going to training?

* Yes
* No
* Other (Specify): *\_\_\_*

1. Does/Do your center(s) provide specialized or additional services for special cohorts or populations (e.g. learning communities, student athletes, EOPS students)?

* Yes (Skip logic; see italicized question below)
* No
* Other (Specify): \_\_\_

*27a. If “yes,” for which special cohorts or populations do you provide tutoring for? (Check all that apply.)*

* *Athletes*
* *ESL/ELL*
* *CTE*
* *Learning cohorts or communities*
* *EOPS*
* *Other (Specify): \_\_\_*

1. Does/Do your center(s) provide services for noncredit (e.g. Adult Ed, Continuing Education) programs?

* Yes
* No
* Other (Specify): \_\_\_

1. Does/Do your center(s) serve students outside of your college?

* Yes, but they need to be in this district.
* Yes, but they need to be prospective students.
* No, students must be enrolled in this college.
* Other (Specify): \_\_\_

1. How does/do your center(s) evaluate the effectiveness of services? (Check all that apply.)

* Participation tracking systems (to track check-in and check-out times)
* Written service learning outcomes
* Written student learning outcomes
* Surveys to all students
* Surveys to students who have participated in the center
* Surveys to the campus community
* Focus groups
* Interviews
* Other (Specify): \_\_\_

1. To what extent does/do your center(s) work with your institutional researchers?

* Never
* Rarely
* Sometimes
* Often

1. Think about the extent to which your college community promotes, contributes to, and funds the services you provide. In your opinion, to what extent does your college community support your learning assistance center(s)?

* Not at all supported by the college community (Explain: *\_\_\_*)
* Somewhat supported by the college community (Explain: *\_\_\_*)
* Supported by the college community fairly well (Explain: *\_\_\_*)
* Fully supported by the college community (Explain: *\_\_\_*)