

## **Recommended Additional Wording to GP/AS SAS Work Team Recommendations **DRAFT****

In March 2020, the Social Science Division suggested additions/revisions to the GP/AS SAS comprehensive draft recommendations. Below is the final draft of additional wording:

### **Add to the Tutorial Services Program Lead duties (in both narrative recs. and general position description)**

1. This individual would work closely with discipline-specific instructional faculty to support coordinated faculty engagement and participation in tutorial services in order to best meet the needs of students within individual programs and divisions.

Some examples of these services might include the following:

- a. Instructional faculty could elect to hold part of their office hours as “student hours” in a designated tutorial/academic support center space.
- b. Instructional faculty could elect to utilize some office hours as “student hours” in a designated space in close proximity to common class locations for the respective program or division. The Tutorial Services Program Lead could establish a student tutoring schedule that aligns with faculty “student hours” during set times within a given semester in order to provide more robust support and to enhance the student tutors’ experience by observing best practices of faculty tutoring students.
- c. The Tutorial Services Program Lead would liaise with instructional faculty who have agreed to support a PLTL, group study, or SI model for individual classes. As these student-tutor-based activities require close collaboration between tutor and instructor (tutor presence in the classroom and instructors’ provision of assignments, sample tests, and study guides/materials), regular communication and support by the Tutorial Services Program Lead would be essential to support both instructional faculty and student tutors in their activities.

These are some potential examples. Implementation of these types of instructional-discipline-faculty-inclusive services and practices would require the Tutorial Services Program Lead to collaborate with discipline faculty in order to identify the most effective and feasible options that are individualized to meet student need at the program- and/or division-level.

### **Add to the Associate Dean of Academic Support duties (in both narrative recs. and general position description)**

Work closely with the Tutorial Services Program Coordinator (proposed) to establish systems, policies, and processes for a robust and effective student tutor program that

serves the needs of students in close collaboration with division, department, and program faculty.

The Associate Dean will work closely with the Tutorial Services Program Lead to strengthen the tutorial services program by coordinating with individual programs and divisions to support faculty-led pilots of tutorial activities that meet identified student academic support needs beyond the scope of academic-support-center-based tutoring. A potential option to explore would be division-based tutoring activities founded on the STEM CEL model, in other words, a Divisional Tutoring CEL. Depending on the progress and success of such pilot efforts, the Associate Dean would explore potential funding sources to support implementation (including potential staffing needs) as appropriate.