

LA Harbor College Unit Plan Activity Summary Sheet

Division Learning Assistance Center

Academic Year 2011-12

Division Chair Sally Fasteau

Discipline ID#	Department Priority (1 to 99)	College Strategy Supported (separate columns if two)		Student Success Initiative	Technology Access	Department Objective (link to Program Review)	Proposed Activity	Brief Summary of SLO Assessment Results (See attached forms)	List Other Supporting Documents/Links Attached (E.G., WSCH, Wait Lists, Retention, Environmental Scans)	Resources Required (list faculty, equipment, etc.)	Estimated Total Cost and Source (E.G., Program 100, VTEA, etc.)
60	1	1.5	7.4	2.7	X	<p>Provide optimal levels of personnel in order to best serve students.</p> <p>Provide a safe, clean, and secure environment which is conducive to learning.</p>	<p>Fill vacant position of Instructional Assistant, Information Technology to provide supervision and address students' needs in the open access and other computer labs in the LAC and Library. This will also address the need for technical support, liaisons with IT and the pay-to-print contractor. The ATIT will assist in trouble shooting for and monitoring of tracking software needed for all operations in the LAC. This position will serve all student comuters in the new LLRC. (library and LAC) It is also imperative that this position be filled within the next year in order to facilitate a smooth transition into the new building.</p>	<p>Student Survey results indicate that the noise level in the open access computer lab is often disruptive. Additionall, students who need the computers for academic projects often find that no computers are available and that many students are using the computers for non-academic purposes.</p>	<p>2008-2009 unit Plan 2009-2010 Unit plan 2010-2011 Unit Plan 2006 Program Review 2009 Program Review</p> <p>Student Use surveys. Fall 2008 Spring 2010</p>		<p>Program 100 Approx. \$75,000 including benefits.</p>
60	2	1.4	1.5 2.3	x	x	<p>Provide supplemental instructional activities for the LAC and learning labs</p>	<p>Work with the Math Dept. to further develop the Fast Track Program to improve student progress through the mathematics course sequence. Over 90% of students place below college level math. Some have forgotten the basics others have never learned them. Many students are faced with at a minimum of 5 courses to complete graduation competency and a sixth course to complete transfer requirements. Creating innovative strategies for teaching and assisting students in this discipline is needed.</p>	<p>See Fast Track Data Report Winter '11 Fast Track 71% improvement Competency tests passed =1</p> <p>Summer '11 Fast Track 78% improvement. Competency tests passed=16</p>	<p>Basic Skills Initiative Planning Matrix for Section D. Instructional Practices (Effective Strategies d.6, 6.2, 10.3) Environmental Scan Vision 1 & Vision 4</p> <p>Portfolio Idea # 11 , 13, 15</p>	<p>LAC Director Essential Skills Committee Division Chairs and Faculty Grant Writer Tutors</p>	<p>Title V Grant Basic Skills \$25,000</p>
60	3	1.4	1.5 7.4	3.4		<p>Provide optimal levels of</p>	<p>Provide additional tutoring to meet unmet requested needs. . This equates</p>	<p>Assessment results indicate that approximately 60% of students</p>	<p>LAC Program Review 2005-06 LAC Program Review 2009</p>	<p>LAC Director IALA, LAC</p>	<p>Work Study and</p>

			2.3 2.1			personnel in order to best serve students	to approximately 850 hours (one-one basis) for both Fall and Spring semesters combined. Provide tutors to assist students with on-line tutoring acquisition as well as assistance with using the CMS for online classes. Provide tutors to assist students with instructional software programs in the computer lab.	who receive tutoring are successful in their classes. Current records indicate a range between 5 – 11% tutor requests were unmet. Accreditation requirements for providing services for all on-line students .	Basic Skills Initiative Planning Matrixx for Section D – Instructional Practices (Effective strategy D. 10.5)		Basic Skills, and Title V: \$22,000
60	4	1.5	7.4			Provide optimal levels of personnel in order to best serve students	Re-instate budget line item for students working at the LAC check-out counter and open access computer lab. These workers open and close the center every day.(equivalent of 20 hours per week x 32 weeks) this money added to the work study and VTEA funds received for this function will cover the costs for two semesters. Additional funds would be needed for winter and summer sessions when they are offered.		LAC Program Review 2005-06 LAC Program Review 2009 Basic Skills Initiative Planning Matrixx for Section D – Instructional Practices		
60	5	1.4	1.5 2.3	x		Provide adequate training for LAC staff and tutors.	Expand and update tutor training program. Additional training materials will be purchased to support the guidelines of the CRLA Tutor Program Certification process.	New expansion...SLOs not assessed	Title 5 Requirements Program Review 2005-06 Program Review 2009 2009-2010 LAC Unit Plan	LAC Director Training Materials	Program 100 \$1500 \$250
60	6	2.1	7.1		x	Provide information to the campus and community about the LAC	Further develop information on the LAHC web page and create brochures for the LAC.	Student Survey results indicated that very few first year students were using the LAC. It was recommended in the Program Review to disseminate more information about the LAC	2008-09 LAC Unit Plan 2009-2010 Unit Plan Program Review 2009	Web Master LAC Director LAC, IALA	No cost for Web page \$500 for Brocures
60	7	1.4	1.2	x		Provide supplemental instructional activities for the LAC and learning labs.	Re-establish Supplemental Instruction Program. This program may be a more efficient alternative for offering support for students in selected “high risk” and gatekeeper classes. We know that math competency has been a problem for a large number of student wanting to graduate and transfer. Perhaps a focussed approach to assisting students in this situation may help.	N/A	2005-06 LAC Program Review 2009 LAC Program Review Basic Skills Initiative Planning Matrixx for Section D – Instructional Practices (Effective strategies D.6.1, 6.2, D 10.3) World Café open discussions Aug. 2008	LAC Director Grant Writer VP of economic and Wrokforce development Math Department Chair and Faculty	Possible grant\$ \$3600 per class. X 4= \$14,400
60	8	1.5	2.1 2.3 6.2	x	x	Provide sufficient and appropriate instructional media to support instruction in discipline-specific areas.	With the assistance of faculty, weed current collection of instructional materials, purchase new media, software licenses, and audio-visual equipment to accommodate students’ instructional needs.	Results from 2004 student survey indicate that 63% of student respondents said the instructional materials and equipment was functional but dated. Some materials have been replaced but more needs to be	LAC Program Review 2005-06 LAC Program Review 2009 LAC Unit Plan 2009-10	Faculty LAC Director and staff.	Divisions Block Grant CTE and VTEA funds as needed by each area of

					Provide sufficient, modern equipment for students to access instructional media.	All materials need to be ADA and Section 508 compliant. (captioned videos, etc.)	weeded.			the college.
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Fast Track Data Report
Mathematics Acceleration
2011

Summary: An average of 75% of the students who completed the winter and summer Fast Track sessions made progress. The summer program yielded better results than the shorter winter session. Success on competency tests was higher in summer than in the winter session as well, 93% vs. 9%. Student survey results indicate that students are satisfied with the program.

	Winter 2011 3.5 weeks	Summer 2011 6 weeks
Total Enrollment	137	127
Total Math	81% 111	92% 117
Pre-post test improvement (includes those who took competency instead of post test)	71% N=21	78% n=50
Raised math 2 levels	1	4
Raised math 1 level	9	18
Improved but no math levels raised	5	18
No improvement	6	10
Competency tests taken	11	16
Success rate on competency tests	9%	93%
Passed 3 levels	0	1
Passed 2 levels	0	8
Passed 1 level	1	4
Did not pass any tests	9	1
Placed in transfer level math	0	3
Passed AA degree competency	1	1