ST DV1 : Supervised Tutoring

General Information

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Course Code (CB01) :	ST DV1
Course Title (CB02) :	Supervised Tutoring
Department:	ST DV
Proposal Start:	Fall 2024
TOP Code (CB03) :	(4930.09) Supervised Tutoring
CIP Code:	(32.0108) Developmental/Remedial English.
SAM Code (CB09) :	Non-Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000564502
Curriculum Committee Approval Date:	02/28/2024
Board of Trustees Approval Date:	04/16/2024
Last Cyclical Review Date:	02/28/2024
Course Description and Course Note:	ST DV 1 is a supervised tutoring course designed to meet the individual academic needs of students requesting instructional assistance. Tutoring is provided for a course in which a student is concurrently registered. Students work with tutors who are recommended, trained and supervised by faculty. Lab hours vary from 1-100.
Justification:	Mandatory Revision
Academic Career:	• Noncredit
Author:	• Rita Zobayan

Academic Senate Discipline

Primary Discipline:	• Learning Assistance or Learning Skills Coordinators or Instructors, and Tutoring Coordinators
Alternate Discipline:	• Interdisciplinary-Basic: Skills: Non-Credit
Alternate Discipline:	• Counseling

Course Development

Basic Skill Status (CB08)

Course is a basic skills course.

☐ Allow Students to Gain Credit by Exam/Challenge

Course Special Class Status (CB13)

Course is not a special class.

Pre-Collegiate Level (CB21)

Not applicable.

Grading Basis

- Pass / No-Pass Only

Course Support Course Status (CB26)

Course is not a support course

Transferability & Gen. Ed. Options

General Education Status (CB25)

Not Applicable

Transferability

Not transferable

Transferability Status

Not transferable

Units and Hours

Summary

Minimum Credit Units (CB07)	0
Maximum Credit Units (CB06)	0
Total Course In-Class (Contact) Hours	1 - 100
Total Course Out-of-Class Hours	0 - 0
Total Student Learning Hours	1 - 100

Credit / Non-Credit Options

Course Type (CB04)

Non-Credit

Noncredit Course Category (CB22)

Elementary and Secondary Basic Skills.

Noncredit Special Characteristics

Learning Assistance

Course Classification Code (CB11)

Non-Enhanced Funding.

☑ Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

☐ Cooperative Work Experience Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	0	0
Laboratory Hours	1 - 100	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	0
Laboratory	1 - 100
Studio	0

Total	1 - 100

Course Out-of-Class Hours

Lecture	0
Laboratory	0
Studio	0
Total	0

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

No Value

Entry Standards

Entry Standards

Course Limitations

Cross Listed or Equivalent Course

Specifications

Methods of Instruction

Methods of Instruction	Laboratory

Methods of Instruction	Discussion

Methods of Instruction	Tutorial

Methods of Instruction	Collaborative Learning

Out of Class Assignments

N/A

Methods of Evaluation	Rationale
Evaluation	Session evaluations completed by students and tutors
Other	Informal assessment and feedback by tutors during sessions
Other	Analysis of tutors' logbooks to assess the success of tutoring, tutorials, or media
Other	Analysis of student's evaluations to assess the success of tutoring, tutorials, or media

Textbook Rationale

No Value

Textbooks

Author	Title	Publisher	Date	ISBN
No Value	No Value	No Value	No Value	No Value

Other Instructional Materials (i.e. OER, handouts)

Description	Digital and print tutoring materials for the specific subjects are provided in the lab.
Author	No value
Citation	No value
Online Resource(s)	

Materials Fee

No value

Learning Outcomes and Objectives

Course Objectives

Apply new study skills.

Use critical thinking skills.

Accomplish student tutoring goals as identified in the referral.

Recognize individual areas in need of improvement.

Formulate meaningful questions and express main ideas with greater confidence.

Evaluate academic deficiencies and develop solutions to address future problems independently.

Organize large assignments into manageable, prioritized tasks.

Explain effective note-taking skills, memory techniques, and time management strategies.

Compose assignments independent of a tutor's help.

SLOs

Increase student confidence around identified learning needs and study habits.   Expected Outcome Performance: 70.0

Additional SLO Information

Does this proposal include revisions that might improve student attainment of course learning outcomes?

No

Is this proposal submitted in response to learning outcomes assessment data?

No

If yes was selected in either of the above questions for learning outcomes, explain and attach evidence of discussions about learning outcomes.

No Value

SLO Evidence

No Value

Course Content

Lecture Content

No value

Laboratory/Studio Content

Establishing Goals (20 hours)
- Tutoring session goals
- Tutored course goals

Opening the Lines of Communication (20 hours)
- Active listening
- Paraphrasing
- Questioning

Content Specific Study Skills (20 hours)
- Taking notes
- on the lecture
- on the text
- Outlining
- Mapping
- Test taking
- Mnemonic devices
- Study habits

Content Specific Problem Solving (20 hours)

Time Management (20 hours)
- Breaking larger assignments into manageable tasks

Total hours: 1-100

Additional Information

Is this course proposed for GCC Major or General Education Graduation requirement? If yes, indicate which requirement in the two areas provided below.

No

GCC Major Requirements

No Value

GCC General Education Graduation Requirements

No Value

Repeatability

Repeatable

Justification (if repeatable was chosen above)

Non-credit courses

Resources

Did you contact your departmental library liaison?

No

If yes, who is your departmental library liason?

Jennie Quinonez-Skinner (Language Arts, Student Services)

Did you contact the DEIA liaison?

Yes

Were there any DEIA changes made to this outline?

No

If yes, in what areas were these changes made:

No Value

Will any additional resources be needed for this course? (Click all that apply)

No Value

If additional resources are needed, add a brief description and cost in the box provided.

No Value