

Minutes - Tutoring at Kapi'olani Community College
Monday, March 13, 2017
11:30am-12:30pm
'Ilima 202A

Present: Virginia Yoshida, Keomailani Eaton for Maria Bautista, Hannah Aldridge, Michaelyn Nakoa, LaVache Scanlan, Robert Yamashita, Kristy Yoshikawa, Trude Pang for Calvin Tan, Steve Singer, Kristie Malterre, Keisha Nakamura for Keolani Noa, Wesly Maekawa, and Susan Weber

Absent: Jaclyn Lindo (but notes were provided and is included)

Facilitator and Notetaker: Joanne Whitaker

Tutoring or Peer Mentoring areas represented or discussed:

- Study Hub
- STEM – PLUS Sessions
- Kapo'oloku Native Hawaiian Student Success
- Native Hawaiian Academic Advancement Program
- Ho'okele Peer Mentors
- Lunalilo Scholars Peer Mentors
- TRiO
- Accounting Tutoring
- ITS Tutoring
- Economics Lab
- Distance Education
- Nursing
- Brainfuse
- Online Learning Academy

Description of each program:

- Native Hawaiian Academic Advancement Program - Peer mentoring for Math 103-140, Hawaiian Language, Speech 151, English 100 and other writing intensive courses. They serve all students but focus on Native Hawaiian students. They are located at the walkway of Manele and Manono. 9 peer mentors. Mon.-Thurs. 8-5, Friday 8-4. The peer mentors provide the tutoring service. The peer mentors are students who receive A's and B's in their courses. Funding source – Title III
- STEM Center - peer mentoring. 18 peer mentors. They service any students enrolled in STEM courses. The focus is on higher-level STEM courses. M-F 8am-6pm. Also provides resume building, advising about scholarships and internships. Students send an email to make an appointment. Funding source – college funds. They are collecting data online. What are the students' needs? When do they come?
- ITS and Accounting tutoring – Funding source – college funds. 10 hour a week. Students are referred for tutoring by faculty. Tutoring sessions are scheduled immediately following the classes. The tutors are students who have successfully taken the class before. Schedules are posted in the lab. Computers have tents to designate it as an "accounting tutor" computer. It's a learning community set up with white boards and lots of student engagement. ITS is also a STEM career.

Location is in the Kopiko Learning Community. ITS tutoring for programming courses – C#, ICS 100 and 101.

- Lunalilo Scholars – 5 peer mentors. Funded through a private grant from the Ching Foundation. Tutors help with English to apply for scholarships. Help is provided for any subject. There are 72 students in the program. They also hire outside tutors, counselors, and volunteers. Students have more needs than just academic. They require a lot of monitoring and study skills training. The students are required to take a college success course.
- Ho'okele Peer Mentors – Iliahi 231. Mon.-Thurs at 7:30am-7pm, Friday – 7:30am-4pm. Financial aid assistance is provided at 8am-4pm. There is a peer mentor at the front desk. No tutoring provided. They assist with STAR registration, Laulima, etc. The peer mentors have a second location at the library at 10am-2pm. The peer mentors conduct the New Student Orientations (NSO) and First Year Experience (FYE). They also do Transfer Year and International. The peers support outreach programs such as Kuilei. 32 mentors – most are volunteers. Funding – FYE budget and Title III. Tuition waivers are provided through an achievement grant requiring 150 hours a semester, which is 10 hours a week. Volunteers work at least 16 hours a week. Students are recruited in the fall and trained by Robert Yamashita.
- Kapo'oloku Native Hawaiian Student Success – students are admitted into their program from NSO but not all of the students are first year. They provide one-on-one case management, requiring monthly meetings and academic check-in with students. There are many student success checkpoints. They provide assistance with financial aid, Native Hawaiian registry and scholarships, STAR academic plan, etc. They will refer students to counselors outside of the program. Started in 2014. No tutoring provided. 33 students in the program. There were 90 in the fall. 260 students have been in the program altogether. There are 12 mentors. Funding - some are college funds, Title III and achievement grants. First Year students then transfer to CTE Native Hawaiian Program, if that is their major.
- TRiO – federally funded. Offer 40 hours per week, 4 student leaders working 6 hours per week. Student leaders must have grades of B or higher in English 100 and Math 103 and be able to tutor in those areas. They try to hire students within the TRiO program. Ongoing hiring process. 250 students in the program. TRiO application is ongoing. Students are low income, students with disabilities and first generation students. M-F at 8am-4:30pm. A student leader is always available. The counselors provide assistance with transfer, career exploration, financial aid, and study skills. Students do the tutoring.
- Study Hub provides math and English tutoring and other courses such as zoology. They serve any students who come in. Faculty volunteers and 15 peer mentor tutors – Title III funded. 10-20 faculty volunteers. 6 community volunteers. M-Th 8-5, Friday 8-2, Sat 9-11. Peer mentors received CLRA level one tutoring certification. A training system for our tutors involves role playing and mentoring by faculty. They also provide embedded tutoring for English 22 and 100 and English 100 and 197.
- Distance Education – early alert pilot – students are flagged 6 times in the semester. They are connecting students with campus resources. They are reaching out to students who have progress issues.
- Brainfuse – UHCC system. Some English faculty require that students use Brainfuse.

- Online learning academy – UH Mānoa students offer tutoring in a variety of subjects.
- Nursing department provides formal tutoring by faculty and formal peer mentoring by students at the nursing resource lab. Faculty will address academic and skills tutoring. It is offered throughout the year and they also provide tutoring at Leeward CC. Student nursing association links first semester with the second year for information sharing. Joy Oehlers in the library provides help with research skills. Brainfuse is used as well. Brainfuse provides a pre-nursing exam. Graduates get a free licensure exam.
- Economics Lab: With the support of Economics faculty and our one lecturer, the Economics and Business Club Executive Board brainstormed the Economics Peer Tutoring program and implemented it in the Spring 2016 semester. Services were made available to all KCC Economics students (both F2F and DE) during our open lab hours (Monday through Thursday 3:00-6:00PM and Fridays 9:00am - 3:00pm).

Jackie Lindo personally hand-selected tutors who all selflessly provided services on a volunteer basis. They were selected based on the following criteria: earned a B or higher in the course, demonstrated the ability to communicate their understanding to others, and exhibited patience. Since inception, we have had 26 Economics Peer Tutors. She prepared set practice worksheets for all topics covered in all Economics courses. She also prepared a binder of materials for all of the tutors (answer keys with detailed explanations, copies of some homework problems and notes on key concepts).

Since the Spring 2016 semester, she has invested approximately 400 hours in this tutoring program, which were spent on: 1) planning and coordinating the program with the Econ Club officers; 2) resource/material development; 3) orientation, training and development of the tutors; and 4) tutoring offered outside of my regular office hours, including 18 hours every semester at BOSA's Study With A Buddy. In appreciation of their service and dedication to help other students, each tutor was given a \$10 thank you gift (\$5 gift card and small goodie bag) and letter of appreciation. She personally paid for all costs incurred by our tutoring program (approximately \$300). The Econ Club officers coordinated the program and most served as tutors themselves, so she didn't feel that it was right for them to also use the very limited funds they raised to finance tutoring expenses when they didn't receive any financial support from the campus (the Economics program had previously sought funding to pay tutors from the Study Hub when it was first established, but were declined).

She will be working with the Econ Club officers over the summer to brainstorm ways they can further improve the program. She has collected data on the number of tutoring hours provided, number of tutoring hours sought (there is a difference because we often had tutoring coverage when no students came for help), and number of unique students served. It would be possible to do some crude analysis on exam and course performance for students who came for tutoring service, since she has all their grade data. However, she did not have time to actually input and aggregate the data or perform any of the analysis. She could probably do a summary statistics of tutoring usage in the next several weeks, if needed. However, it is clear that there is a need for economics tutoring

on campus, and to be most effective, tutors should be former KCC Economics students.

Discussion topics going forward:

- Create a spreadsheet with a list of tutoring/peer mentor services. Possibly putting it on the website
- Define tutoring vs. peer mentoring
- Data collection – Would it be helpful? What do students ask for? Who comes? What days/times? Grant-funded programs collect data and report out. Can the data be consolidated to inform us on how to serve students better?
- Funding issues