

**SIXTH ANNUAL  
INTO NORTH AMERICA ACADEMIC CONFERENCE 2018  
MARSHALL UNIVERSITY**

**LRC & Student Support Roundtable Discussion**

Drinko Library 349

Wednesday, June 20, 1:30 to 2:20 pm

**Description**

Participants share information about the operations and challenges of their tutoring and learning support centers with the aim of providing the most useful services to students.

1. Hiring and Training Tutors. How does your Center hire or assign staff? What qualifications are required? What training is given to tutors
2. Types & Modes of Tutoring Offered. Examples and types of tutoring offered? Any differences for GE, AE, PW student groups? Modes of tutoring offered: face to face, e-tutoring (synchronous online), online
3. Special instructional programs for students: GMU holds a series of weekly programs for grammar, writing, pronunciation, speaking, vocabulary and test prep designed primarily for students who want additional practice and review (rather than for those who need specific tutoring intervention). Find out what other centers do in this regard, whether through the LRC or through another department.
4. Scheduling: what system/s do students use to make appointments? Are there policies constraining tutoring time? etc.
5. Client Reports: individual session reporting to clients and instructors
6. Center Reports: usage of services per semester, etc.
7. Other language or learning resources available: software, books, games, audio/visual, etc.
8. Funding issues
9. Other Services offered by LRC or other departments in Center
  - a. Assessments: GMU's LRC oversees the testing of international GTAs for English language proficiency and also supports their AE and PW programs with proctoring and administration of placement and other tests. How is this handled in your Center?
  - b. Faculty workshops: GMU holds a number of "brown bag" type sessions for faculty (e.g. using the LRC's collection of games in the classroom; speech pathologist providing tips on how to help students pronounce /r/ and other difficult phonemes). We've also become more involved in hosting faculty book fairs (e.g. Cambridge, Cengage, etc.). Again, it would be interesting to hear what other centers do to support faculty.

**Contributing Participants**

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