Center for Student Learning Module

Office Name: Center for Student Learning

Mission: The Center for Student Learning provides comprehensive academic support programs for College of Charleston students as they strive for excellence in learning, while promoting student leadership and development through peer education experiences.

Office Location and Hours: Addlestone Library Room 116/

Front Office Hours 8:30am - 5:00pm/ Most labs open until 9pm Mon-Thur and even 6-9pm Sunday

Contact Information: Phone: (843)953-5635 Website: csl.cofc.edu

How Students Utilize Services

Walk-in tutoring:

- **Accounting Lab**: The Accounting Lab offers assistance to students in Accounting Concepts I and II each semester.

- **Foreign Language Lab**: (Spanish tutoring is walk-in): In the Foreign Languages Tutoring Lab, a student taking a foreign language can obtain assistance from peer tutors in reading, writing, and speaking the language. The focus is on grammar comprehension; in reference to written work and reading, the tutor must comply with the professor's permission on file. The lab does not provide a translating service, and the tutors will not write papers for students. The lab is excellent for students who are overwhelmed, confused, and need extra help grasping the language. Worksheets, dictionaries, and computer software programs are also available for use in the lab.

- **Math Lab**: The Math Lab, staffed by peer tutors, graduate students, and math faculty, offers help with College of Charleston math courses. Since tutors' areas of expertise vary, students should visit at various hours to find a suitable tutor and to avoid peak hours of use. Students are encouraged to do their homework and study for tests in the lab. Test preparation should begin in advance, rather than at the last minute. Tutors may help on any task except those that will be graded by the instructor; in this case, the tutors will explain similar problems from the text. Tutors help with math study skills. The Math Lab provides handouts and books with problems. Videotapes on algebra topics and computer assisted instruction are also available.

- **Writing Lab**: The Writing Lab, staffed by a faculty member and peer consultants, provides one-to-one assistance for every stage in the writing process for term papers, essays, letters, memos, or book reviews. Although consultants do not proofread papers, they do act as an audience listening to students' ideas and asking questions so that clients in the Writing Lab can make changes to their writing. In effect, the consultants work with the writers, not necessarily a piece...
of writing. Consultants also help clients review grammatical rules and principles of punctuation as well as the structure of sentences, paragraphs, and essays.

- **Science Lab**: The Science Tutoring Lab, staffed by peer tutors offers help with College of Charleston Biology, Chemistry, Physics, Astronomy, and Geology courses. Since tutors’ areas of expertise vary, students should visit at various hours to find a suitable tutor and to avoid peak hours of use. Students are encouraged to do their homework and study for tests in the lab. Test preparation should begin in advance, rather than at the last minute. Tutors help with science study skills.

*ALL tutoring open September 7th, 2015 and all schedules can be found on our website: csl.cofc.edu*

**Individual Tutoring**: Individual tutoring is available in some classes that are not supported by walk-in labs or Supplemental Instruction. Subject areas covered by Individual Tutoring are:

- Computer Science
- Economics
- Business Finance (FINC 303)
- Philosophy Writing (All Courses)
- Music Theory and Lab
- Psychology (Except PSYC 213)
- All Languages (Except Spanish)

- **Speaking Lab**: The Speaking Lab, staffed by a faculty member and selected peer consultants, assists students from any course or discipline with oral presentations for courses or conferences. Although consultants will not write a presentation, they are trained to provide assistance with all aspects of the development of oral presentations, including topic selections, organization, use of PowerPoint presentational software, communication apprehension, and delivery. The Speaking Lab is equipped with technology to allow taping of presentations which can then be reviewed with a lab consultant.

**Supplemental Instruction**: Supplemental Instruction is a collaborative learning program developed at the University of Missouri-Kansas City. Supplemental Instruction focuses on high attrition courses, not high-risk students. SI helps student acquire and refine the tools essential for learning the course content. Supplemental Instruction sessions give students a chance to work together with trained facilitators or Supplemental Instruction leaders to discuss course concepts, develop strategies for studying course material, work problems, and review notes. Courses currently covered by SI include:

- Biology 111, Biology 112, Human Physiology (BIOL 201)
CSL Usage
When, How, & Where to use CSL Services?

- Principles of Chemistry (CHEM 111 and 112), Organic Chemistry I (CHEM 231), Honors Organic Chemistry II (HONS 293)
- Logic (PHIL 120)
- Conditioning and Learning (PSYC 213)

Study Strategies appointments: Students can request a study strategy appointment with any one of our three professional staff members between the hours of 9:00 a.m. - 5:00 p.m. A professional staff member can meet with you on a wide range of study strategies such as: time management, setting up a schedule, goal setting, reading comprehension, note taking, effective study strategies, learning styles, test taking, taking standardized tests, graduate tests, and many more. If you are unsure if we can cover the challenges you are facing, please make an appointment so we can point you in the right direction to get the help you need!

Study Strategies workshops: Each semester a series of study strategies workshops are offered free of charge to all College of Charleston students. There are two workshop series running simultaneously; the Workshop Series 101 which is geared towards the general student population wanting more information on study strategies and the Workshop Series 201 which is geared towards upper classmen and Faculty/Staff that are interested in more advanced study strategies.

* Fall 2015 workshop calendar can be found at csl.cofc.edu/study-strategies

Ideal Time for Delivery of This Module: Week 3-6

Student Learning Outcomes

Students will be able to:

- Locate the CSL (on a map and on the web)
- Utilize the services appropriately
- Find and navigate the CSL website to find information on:
  - Lab schedules
  - Requesting a tutor
  - Requesting an appointment for study strategies
  - Locate the Study Strategies workshop schedule for this semester
- Come to the services well prepared and with plenty of time

How to Achieve These Outcomes:

- Show students our website in class, including how to find a lab schedule, request a tutor, request a study strategies appointment, and view the workshop schedule.
- Invite students to like our Facebook or Instagram page
CSL Usage
When, How, & Where to use CSL Services?

- In completing their worksheet, students should be able to successfully identify the resources and services available for their courses.

“Quick Tips” When Talking with Students About CSL-related Issues

Do:

- Encourage students to come early and often.
- Endorse the services you have used or that peers have used.
- Answer students’ questions about our services and who helps with what.
- Feel free to bring them by our office, either in a group or individually. If you come with your whole class please make sure to alert our office of this so that our hallway doesn’t get too bottlenecked.

Don’t:

- Feed into the myth that their learning style limits them.
- Feel that you have to individually coach them on issues of time management, study strategies, learning disabilities, etc. That’s our professional job. Make the referral!

Process for Requesting Guest Speakers from CSL: On our website, faculty, staff, and students can schedule one of our staff members to come to you and present a study strategy topic of your choice. We are eager to continue serving the campus community in supporting student success but please make sure you schedule this in advance—preferably 1-2 weeks in advance.

* [http://csl.cofc.edu/study-strategies/request_workshop.php](http://csl.cofc.edu/study-strategies/request_workshop.php)
Think about the classes you this semester...

- What would be a potential challenge or roadblock in each one (i.e., a long paper, a tough exam, no structure to the lecture, lots of reading)?
- What CSL resource can help?
- When should you come and what should you bring?
- How can we help you?

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