**BUDGET NEEDS ASSESSMENT APPLICATION**

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| Name of Person Submitting Request: | **Rose King, Patti Wall** |
| Program or Service Area:  | **Tutoring** |
| Division: | **Library and Learning Resources Division** |
| When was the last Program Efficacy document completed? | **Spring 2010** |
| What rating was given? | **Continuation** |
| Amount Requested | **$300.00** |

1. Provide a rationale for your request.

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| College Reading & Learning Association (CRLA): International Tutor Program Certification (ITPC)ITPC Tutor Program Certification offers numerous benefits for individual tutors, tutorial coordinators, and programs. The following is a partial list of the opportunities/benefits that are possible with CRLA Tutor Program Certification:* Develop a super tutoring program from scratch by utilizing certification guidelines
* Secure greater student and faculty confidence and respect for your tutorial staff and program.
* Emphasize the transferability of ITPC Tutor Certification to other certifying colleges and universities. In other words, a Level I Certificate earned at one institution would be recognized at another.
* Attract highly motivated tutors with CRLA Certification credentials and extensive training.
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1. Indicate how the content of the EMP One-Sheet and latest Program Efficacy Report support this request. How is the request tied to program planning? *(reference the page number(s) where the information can be found on the EMP and Program Efficacy).*

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| The Library and Learning Resources Division were not included in the current EMP, but will be included in the update. Tutoring collects a variety of data that reflects growth and student satisfaction.Page 9 of the Tutoring Dept’s Efficacy shows productivity over a four year period. The final count for 2009/2010 was 870. Tutoring has grown 62% since 2006/2007. Tutoring has used hand counts to track productivity. As per program planning (Efficacy p.14) training on the use of SARS software to enhance tracking of tutoring services. Once implemented in Spring 2011, Tutoring expects to see their number increase as productivity counts become automated.Tutoring hires between 22 – 25 faculty recommended peer tutors a semester. |

1. Indicate if there is additional information you wish the committee to consider *(for example: regulatory information, compliance, updated efficiency and/or student success data or planning etc).*

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| In the Student Success portion of the efficacy phase (p.3), student satisfaction surveys demonstrate a high level of satisfaction with peer tutors. The International Tutor Program Certification program would enhance the tutor’s skills in a variety of ways: * The quality of tutoring received by a student using the services of an ITPC Certified tutor would result in a better prepared student who, in the future, could successfully complete their course work and meet their academic program goals.
* Peer tutors, when having completed the tutoring certificate, will have an increased marketability to tutor in other areas of their specialty.
* Another benefit is that we will have a professional level of tutors who would have national and international recognition and resources and also it would help the tutors when they transfer to universities to have this certification for employment on that campus. Many universities are already participating members of CRLA (College Reading and Learning Association), including CSUSB, USC and UCLA.
* Area Community Colleges already utilizing ITPC are Chaffey College, Crafton Hills College and Riverside Community College.

If other tutoring programs on campus such as Math and Science Student Success Center use the same tutor training procedure, both programs can utilize the International Tutor Program Certification. SBVC Tutoring program already meets the qualification for Level 1 Certification.Includes membership in CRLA  |

1. Evaluation of related costs (including any ongoing maintenance or updates) and identification of any alternative or ongoing funding sources. (for example Department Budget, VTEA or Perkins)

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| $300.00, renewed annually.  |

1. What are the consequences of not funding this budget request?

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| The Tutoring Dept will not receive the recognition it deserves for its quality program. Tutoring services offered at competing community colleges could be perceived as superior because they have certification. |