

# Learning Resources Center

The Cartwright Learning Resources Center assists students with class-related computer use and media assignments and with tutorial support, including Writing Center tutoring services. We also offer learning skills workshops throughout the semester and several self-paced Anthropology courses.

We provide CRLA-certified tutor training for academic and computer-support tutors. (See Tutor Training Seminars in the *Class Schedule*).

The CLRC has a website, [www.sbcc.edu/learningresources](http://www.sbcc.edu/learningresources), or you may select "Student Services" from the SBCC home page. The website is an excellent resource with maps and schedules and many links to services on and off campus that assist students and faculty with their learning support needs.

The Cartwright Learning Resources Center is open Monday through Thursday, 8 a.m. to 8 p.m., and on Fridays, from 8 a.m. to 4 p.m. Summer Session hours are 8 a.m. to 4 p.m., Monday through Friday. Call ext. 2670 for information.

## Faculty and Staff

Dr. Jerry Pike, *CLRC Director; Co-Director, Gateway Program*  
(LRC-123, ext. 2673)

Nina Mahaffey, *CLRC Supervisor*  
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Donna Waggoner, *Tutorial Center Coordinator*  
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Julio Martinez, *CLRC Senior Office Assistant*  
(LRC-115, ext. 2669)

Staff, *Writing Center*  
(Writing Center, ext. 2663)

## Course Descriptions

### Tutorial

#### **TUT 199 — Tutor Training** **(1 unit) F, S — CSU**

*Skills Advisories: Eligibility for ENG 110 or ENG 110H.*

*Limitation on Enrollment: Must have faculty sponsorship*

*Two hours per week for five weeks, totaling 10 hours per semester, and 15 to 25 lab hours per semester.*

Requires faculty sponsorship of tutors so they are linked to classroom instruction. Tutors receive instruction in learning styles, communication skills, problem-solving strategies, teaching strategies, student services (to make appropriate referrals), campus policies, etc. Course is certified by the College Reading and Learning Association, which is recognized internationally. *Graded Pass/No Pass.*

## **CLRC Service Areas**

**Tutorial Center:** Coordinates a large number of tutorial services, including free small-group and individual tutoring sessions for the general student population, and tutor orientation training.

**Writing Center:** Offers assistance with pre-writing organization, thesis and content development and general sentence-level mechanics, as well as online resources through the OWL (online writing library), available via the CLRC website.

**Learning Assistance Counter:** Provides a multimedia library for a variety of subjects, including those with “plus one hour” classes, as well as materials for the ANTH 121-126 classes.

**Tutorial Lab:** Provides tutoring in a wide variety of subjects, one-to-one or in small groups.

**Computer Commons:** Provides general access to Macintosh and PC computers and tutor support for academic computer applications, including course-specific software and word processing. One-to-one tutoring appointments are also available.

**Computer-Assisted Instructional (CAI) Labs:** Support in-class use of instructional technology.

**Learning Skills Workshops:** Offer instructional support in essential skills such as time-management, learning styles, test-taking, math confidence and stress management.

**Writing Skills Workshops:** Offer instruction and practice in academic research from narrowing topics to gathering and documenting resources, using MLA or APA format.