

# Barstow Community College

Area Highlights

In-Service 2023-2024

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# **Academic Affairs Highlights**

#### **Academic Affairs Department**

- Academic Affairs has moved from the Administration Building to the Learning Resource Center (LRC). Please come visit us inside the Library and check out the Faculty Success Center we are creating in the Solarium!
  - o Emily Garrison, Interim Dean of Instruction: egarrison@barstow.edu or ext. 7267
  - o Ceri Satur, Administrative Assistant: csatur@barstow.edu or ext. 6802
  - o Patricia Kelley, Curriculum and Scheduling Specialist: pkelley@barstow.edu or ext. 6923
  - o Amber Pacheco, Administrative Secretary: apacheco@barstow.edu or ext. 7314
  - o Dr. Jennifer Rodden, Interim Vice President of Academic Affairs: <u>jrodden@barstow.edu</u> or ext. 7363
- New full-time faculty members starting this fall:
  - o Jacob Lenerville Political Science/History
  - o Brian Packer Welding
  - Antonio Garcia Vallejo Astronomy/Physics
- English Professor Susan Nylander was awarded a \$50,000 grant that focuses on student engagement from Dr. Thomas Dickson, Director of Institutional Support for Growing Inland Achievement (GIA). These funds will be used to support The Big Read project, which will involve creating a conversation around a common text as a connecting point for our students and people of our high desert area encouraging literacy and engagement. We will collaborate with local high schools, the public library, the business community, and the city.

#### **Adult Education Department**

In 2023-2024, BCC Adult Education will be focusing in supporting the following areas: CTE Non-Credit Certificates, Basic Skills at Ft. Irwin, ESL/US Citizenship, GED Preparation, Workforce Workshops, and Parenting Classes – Foster & Kinship Education (FKCE).

#### **Barstow Area Consortium for Adult Education (BACAE):**

- Support the K-12 Adult Schools with on-going technical, professional development, and marketing of their Adult Education program.
- Hold tours, workshops, counseling services to transition students to BCC.

#### **Athletics & Kinesiology**

- We have BCC baseball players and graduates, Brock McCormick (Catcher) and Lucas Lefebvre (Infielder), who made the 2023 Academic All-State Student-Athletes Team, representing Barstow Community College.
- Jade Fuller (Softball) received an Athletic Scholarship to Central Christian College (LA)
- KINA 150 will now be open on Fridays in the Fall from 7:30 AM- 12:00 PM
- Gloria Basinger is the new to the Athletic Department, serving as the Interim-Athletic Specialist

#### **Career Technical Education (CTE)**

#### CTE Connects Students with Autism Behavior Service Inc.

- On June 28, 2023, Barstow Community College's Career Technical Education (CTE) recently hosted one of the most successful hiring events of the year in partnership with Autism Behavior Service Inc. (ABSI). The event aimed to provide students with invaluable opportunities to connect with industry professionals and secure employment as Behavior Technicians. We are thrilled to announce that the event resulted in the successful hiring of eight talented Barstow Community College students who will join ABSI's team.
  - o Full press release: <a href="https://www.barstow.edu/news/barstow-community-colleges-cte-connects-students-autism-behavior-service-inc-successful-hiring">https://www.barstow.edu/news/barstow-community-colleges-cte-connects-students-autism-behavior-service-inc-successful-hiring</a>

#### **Barstow Community College Aerospace Internships**

Barstow Community College was selected out of 10 community colleges to participate in the
Cadence Project, a larger statewide project aimed to help seek a qualified workforce to assist
with department of defense projects. In partnership, Exquadrum and Barstow Community
College announce two local internship positions to help inform the California Community
College Systems to be able to provide college students invaluable workforce experience and
skills in engineering and in the aerospace industry.

#### Career Ready Academy and Dual Enrollment

• Barstow Community College CTE successfully began partnerships with over 10 high schools and introduced the Career Ready Academy just for high school students to help increase their student curriculum options, articulation which allows for both non-credit and credit-based college courses to give them a head start in their careers and college endeavors.

#### Free Non-credit Career Training Programs for the Community

 Barstow Community College CTE provides students with employable skills and a college certificate in as little as 6 weeks with 3 non-credit programs which include Customer Service, Trade Technician and Cal OSHA Forklift Training. CTE will soon be announcing new noncredit programs for the community, stay tuned!

#### **High School Outreach and Connections**

• CTE held several College Rush events to help students with dual enrollment registration and questions. It was a collaborative effort from BCC with representation from: Student Success, TLSC/Library, Student Services/Financial Aid, College Promise, ASG/Student Life and campus clubs, faculty repetitive including hands-on displays and Carrie O'Neal, Curriculum Specialist for Mountain Desert Career Pathways (MDCP) to support several K12/Community College transitional activities we are working on such as dual enrollment, articulation, and outreach events.

#### **Distance Education and Instructional Technology**

**Barstow Community College Distance Education and Instructional Technology Department (The DEITD)** 

#### **Fiscal Year 2022-2023**

• Looking back at a year well spent and forward to a bright future!

#### **Canvas and Classes**

• The DEITD worked with faculty to ensure over 1600 courses were added to Canvas, ensuring course standardization, and providing Instructional Design Training and technical support to our faculty.

#### **Professional Development**

• The DEITD offered the following classes:

Class	Graduates	Satisfaction Rate	Non- Faculty
<b>Teaching Online with Instructional</b>	20	94%	2
Design			
ADA Compliance and Equitable	6	91.5%	0
<b>Delivery with Instructional</b>			
Technology (ACED IT!)			
ADA Compliance and Equitable	13	N/A	13
<b>Delivery with LLLATCCH (ACED</b>			
LLLATCCH!)			
<b>Equity and Cultural Responsiveness</b>	11	93.33%	11
ASCCC OERI – OER Basics	42 Visitors (no	N/A	0
	certificate offered)		

In addition to offering Professional Development to the college, the DEITD was busy
promoting our LLLATCCH system at the state level with Adrianne Rodriguez and Heather
Robbins presenting LLLATCCH at the CCC Accessibility Center Annual Conference in
January and at the Online Teaching Conference in June, and Aniko Kegyulics and Nancy
Olson presenting LLLATCCH at the Peralta Equity Conference.

• The DEITD Team also had the opportunity to participate in Professional Development:

Employee	Classes	
Dr. Christie Firtha	Master POCR class	
Nancy Olson	Master POCR class and Advanced Techniques in Canvas	
Aniko Kegyulics	Master POCR class and Creating Accessible Course Content	
Adrianne Rodriguez	Master POCR class and Assessment in Digital Learning	
<b>Heather Robbins</b>	<b>Leather Robbins</b> Master POCR class and Introduction to Asynchronous Online	
	Teaching & Learning	

#### **POCR Certification!**

 Barstow Community College was certified by the CVC-OEI as a Peer Online Course Review (POCR) campus, which further demonstrates our commitment to excellence in online instruction. • POCR certification is a process sanctioned by the state to improve the college curriculum using the CVC-OEI Rubric as the comparison tool. Courses that go through the POCR process are given a quality reviewed badge on the CVC Exchange site when they are offered online. Barstow Community College now has a state level certified POCR team: Dr. Christie Firtha, Distance Education Coordinator and POCR Lead, Nancy Olson, Director of Instructional Technology and Online Learning and POCR Lead, Aniko Kegyulics, Adrianne Rodriguez and Heather Robbins, Instructional Design Specialists and POCR Evaluation Specialists. The POCR team looks forward to working with our esteemed faculty to earn Quality Reviewed badges!

#### **Guided Pathway Divisions**

- Faculty Guided Pathway Division Leads for Fall 2023
  - o Business and Entrepreneurship Heather Bradford
  - o Trades and Applied Technology Lilia Franco
  - o Public Service and Education Dr. Sarah ShaBazz-Ugwumba
  - o Social and Behavioral Sciences Kyri Freeman
  - o Arts, Communication, and Humanities Susan Nylander
  - o Science, Technology, Engineering, and Math Dr. Ashley Vizenor
- Guided Pathways presence is now on the BCC website

#### **Learning Resource Center (TLSC and Library)**

- TLSC staff are now California Reading and Learning Association (CRLA) Certified at Level 1. Certified programs demonstrate high standards as listed below:
  - Certification provides recognition and positive reinforcement for tutors' and peer educators' successful work; sets professional standards of skill and training for tutors and peer educators; and augments program credibility for administrators and institutions.

#### Military and Veteran Programs (MVP)

- In November 2022, BCC moved Veterans Services out from Student Services and reassigned to Academic Affairs; combining Veterans Services with Military Programs to create **Military & Veterans Programs.**
- Comprised of three geographic locations including Barstow Community College-Fort Irwin (Building 285), Education Center on Fort Irwin (Building 1020), and the Veterans Resource Center at Main Campus (K Building).
- We serve all active-duty military, reservists, veterans, dependents, and civilians working or living at Fort Irwin as well as the broader community.
- We serve as the main point of contact for military-affiliated students and strive to provide excellent services to and through their completion at BCC.
- **Our mission** is to support and advocate for all military affiliated students by implementing best practices across BCC and providing personalized supports to students before, during,

and after their transition from uniformed service and throughout their pursuit of higher education and personal growth. We will accomplish this by:

- o Easing the transition from military service to student life.
- o Being subject matter experts in all aspects of GI Bill® benefits, VA procedures, Tuition Assistance, credentialing opportunities, and academic advising.
- o Continuously improving processes and services.
- o Collaborating with campus and community partners to provide the resources necessary for our veteran and military-affiliated students to be academically successful.
- Raising awareness of veterans' contributions and issues on campus and in our local communities.

#### • Our 'small but mighty' team includes:

- Michelle Bond- Interim Director of Military & Veterans Programs (\*Currently recruiting perm)
- o Grecia Risken- Interim Student Support Services Coordinator
- Rebecca Hardy- Substitute Student Services Specialist at Fort Irwin (\*Currently recruiting perm)
- o Lynette Smith- Student Assistant at Fort Irwin
- o Crystal Cervantes- PT Counselor for Military & Veteran Students

# Our Instructional Faculty- We are grateful for the hard work and dedication of <u>all</u> faculty, especially those who go "the extra mile" to serve this special population of students. Namely:

- o FT Faculty Office at Fort Irwin
  - Heather Bradford- Basic Skills Education Program and Pathway Lead
  - Ibrahim Aboud- (NEW) English Instructor

#### o Faculty Teaching and/or Tutoring at Fort Irwin)

- Antonio Garcia Vallejo- Astronomy
- Ayoub Batarseh- Math & CBIS
- Dr. Chris Nalbandian- Chemistry
- Jacob Lenerville- History
- Julian Bhebhe- Communications
- Michael Haenelt- CBIS & Faculty Tutor
- Penny Shreve- English Instructor & Faculty Tutor
- Tanja Addison- Psychology
- Timothy Chatman- Philosophy

#### • Current Vacancies on Our Team (Spread the word!)

- o Student Success Advisor- Veterans Resource Center
- Learning Support Specialist- Fort Irwin
- o Student Assistant-Veterans Resource Center
- o FT Academic Counselor- Fort Irwin

#### • The Services We Provide to Students at Fort Irwin include:

- o <u>Student Services Functions</u>: Financial aid verification processing, residency paperwork, VA Educational Benefits, Tuition Assistance, application, and registration assistance, etc.
- Basic Needs Services: With support from SPS, Fort Irwin provides daily breakfast, lunch, and snacks to students, weekly pantry services, monthly produce markets and hygiene giveaways.
- Counseling Services: Fort Irwin students can benefit from academic counseling, JST evaluation, mental health services from Dr. Banton, small groups workshops from VETS, connection to community support groups and/or referrals to appropriate counseling or crisis services, etc.
- <u>Learning Supports</u>: Proctoring services, tutorial services, workshops, technology distribution, library books, textbook services, school supplies, etc.
- O CTE Services: Nearly half of the degrees awarded/sought at Fort Irwin are CTE related categories. As such, having a weekly CTE presence is beneficial to students pursuing these degrees as well as those who are seeking to transition into the civilian workforce.
- VETS Program Supports: Eligible student veterans pursuing 6 units or more each semester may be eligible for assistance with textbooks, school supplies, backpacks, gas or grocery cards, one on one assessments, and much more. Applications are available online at: <a href="https://www.barstow.edu/form/sps-app">https://www.barstow.edu/form/sps-app</a>

#### • Hours of Operation

- o Fort Irwin Campus
  - MON-THUR 8am-5pm
  - FRI 8am-12pm
- o Veterans Resource Center
  - MON THUR 8am-5pm
- o Testing
  - MON-WED 9am-1pm (TABE)
  - THUR 10am-4pm (Pearson VUE, CLEP, etc.)

#### • Why this is important? How can we help you?

- o It takes all of us! If you have a veteran, dependent or service member in your class, refer them to us for additional support.
  - Call (760)252-6801 or email vets@barstow.edu.
  - We will assist the student from there to get into classes, see a counselor, complete the financial aid process, or use VA or TA Benefits to pay for classes.
- Sign up to be a Vet Net Ally or join our next Advisory Group Meeting (September 14, 2023) by emailing vets@barstow.edu
- o Come out or send your staff out on a weekly, biweekly, or monthly basis to provide additional support for our students.
- o Requests for Installation Access should be sent to mbond@barstow.edu
- o Consider supporting our military and veterans' students by becoming an advisor to the Student Veterans Organization, hosting a workshop, or anything else.

# **Administrative Services Highlights**

- Administrative Services has welcomed three new employees.
  - o Glennis Duncan, Director of Fiscal Services
  - o Scott DeWald, Executive Director of Information Technology
  - o Deanna Sanabria, Executive Director of Campus Operations
- The Fiscal Services Department is working to close fiscal year 2023-2024 and preparing the Adopted Budget for board approval in September.
- Facilities/Construction is busy working on the Hydronic Loop project and is pleased to have the CTE Complex project completed with CTE classes moved into the new location.
- The Information Technology (IT) Department has relocated to a new space to better serve the needs of the campus community. As of July 17, 2023, the IT Department's new location is in the **E Building** (previously Workforce Development). This move is part of our ongoing commitment to enhancing our services and improving accessibility.
- The M&O Department has been instrumental in preparing spaces and moving departments to new locations on campus.

We are excited about this positive change and look forward to continuing our commitment to providing excellent IT support.

# **Human Resources Highlights**

- Laura Benson is back! Laura has come back to Barstow Community College to assist as a Consultant assisting in the roll of Vice President of Human Resources. Please take a moment to welcome her back to Human Resources at BCC.
- The Human Resources Team has been busy working throughout the summer on a variety of components that support all staff: some as they return to campus and others as they worked through the summer in preparation for the start of the new school year. In HR we support recruitment, contracts, benefits, leaves, professional development and much more.
- Our team is eager to work with all of you as the new school year begins. Expect exciting updates and changes as we build on our work and continue to evolve our HR processes. We wish you all a great year in 2023-2024. Please reach out to us if you have questions or need assistance.
- Laura Benson, HR Consultant assisting as Vice President of HR: lbenson@barstow.edu or extension 7277
- Kim Young, Director Human Resources, Operational Development and Process Improvement: Kyoung@barstow.edu or extension 7217.

- Rosalinda Palakiko, Senior HR Service Partner: rpalakiko@barstow.edu, or extension 7231.
- Paulette Pereira, HR Service Partner: ppereira@barstow.edu, or extension 7477.
- Barbara Rose, HR Administrative Service Partner: brose@barstow.edu, or extension 7232.

# **Institutional Research Highlights**

#### Accreditation

• ACCREDITATION! IT'S HAPPENING! Get ready because this semester, we will be full speed ahead with writing our Institutional Self-Evaluation Report (ISER). The outlining of responses to the Standards and gathering of evidence began last spring and will continue until complete. The ISER is due to the Accrediting Commission for Community and Junior Colleges (ACCJC) on August 1, 2024. The visiting team will be on-site in the spring of 2025, and the Commission will take action that June. Your Accreditation Steering Committee is chaired by Melissa Matteson, Academic Senate President/ACCESS Counselor, Courtney Quenga, Institutional Effectiveness Specialist, and Lisa Holmes, Accreditation Liaison Officer (ALO). Reach out to any of us with questions regarding accreditation.

#### **Dashboards, Data Coaching and General Office Hours**

- The Office of Institutional Research (OIR) has published several new dashboards over the summer, including the first five chapters of the new, interactive BCC Fact Book. This first iteration of the fact book contains five years of data regarding headcount, success and retention, awards, athletics, and Vision for Success Goals. Please note that the 2022-23 year is incomplete as spring 2023 data has not yet been added to the dashboard. Please feel free to provide our office with any feedback you have regarding any of these fact book dashboards. You can submit your input directly to us through the dashboard under the "About this Dashboard" tab. Additional dashboards and data sources can be found on the Research & Evaluation webpage.
- Beginning in September, the OIR will be holding monthly Data Coaching Workshops/General Office Hours via Teams. These convenings will take place on the 1st Tuesday of each month from 2:00 4:00 p.m. During the first session on Tuesday, September 5th, OIR staff will walk you through the new Disproportionate Impact (DI) Dashboard: Success & Retention, as promised in our May 2023 newsletter. Come for the first hour to get a better understanding of how DI is calculated, what it means, and how you can use this information to improve your area or program. The second hour will be dedicated to general discussions. Do you have questions regarding any existing dashboards or other data sources? Do you want to know where to find certain information? Do you need assistance creating and submitting a Research Request Ticket? Do you need to talk through options for data collection for your area (ex: AUO's, SAO's, etc.)? If any of these questions sound like you, we invite you to come join us. If we don't know the answers, we will do our best to help you find them.

#### **Program Review**

• The 2023-2024 Program Review cycle is underway. Non-instructional areas participated in trainings in July to prepare for submission of their full reviews and updates. Drafts of the non-instructional program reviews (NIPRs) are due on Thursday, August 17th. Feedback on

those reviews will be returned to the author by Monday, September 4th. Final submissions are due by Wednesday, September 20th. Program reviews and any additional documentation, including Budget Allocation Proposals (BAPs), should be submitted via the website: https://www.barstow.edu/about-bcc/institutional-effectiveness/program-review/submission-program-review.

• Training sessions for instructional programs are scheduled for Monday, August 21st from 10:00 a.m. to 12:00 p.m. and Thursday, August 24th from 1:00 p.m. to 3:00 p.m. Invitations will be sent out soon. Drafts of the instructional program reviews (IPRs) are due September 14th. Feedback on those reviews will be returned to the author by Monday, September 25th. Final submissions are due by Wednesday, October 4th. Program reviews and any additional documentation, including Budget Allocation Proposals (BAPs), should be submitted via the website: https://www.barstow.edu/about-bcc/institutional-effectiveness/program-review/submission-program-review.

# **Public Information Office Highlights**

- Guided Pathways have been implemented on the BCC Website. Implementation of Guided Pathways on the BCC website marks a significant milestone in providing a better user experience for students. Key features of this initiative include the restructuring of Programs of Study into clear pathways aligned with academic and career goals, the addition of a homepage element for easy access to pathway information, and the creation of landing pages providing comprehensive program details and support services as well as career outlook data and resources for each pathway. A call-to-action button has also been added to each individual pathway page to provide students with a contact for questions regarding programs of study.
- Continued targeted marketing for enrollment using Active Campaign to reach students, current and prospective, through advertising designed to meet their educational needs and goals. Fall 2023 marketing efforts began in May of 2023 and will continue through October 2023 for the 2<sup>nd</sup> 9 weeks. We will continue to use data to design targeted campaigns to drive the enrollment marketing.
- Design and Development of the Barstow Community College Annual Report. Working alongside BCC Consultant, Hasani X, to collaboratively convert the achievements of the College and its students into captivating stories. The annual reports serve as a platform to showcase the dedication, hard work, and accomplishments of our institution and its members.
- BCC is dedicated to its brand and has provided a set of brand guidelines on the <u>PIO Webpage</u> for your use. This includes, but is not limited to, correct BCC Colors, logo usage, and social media policies. Staff and Faculty are encouraged to also use the <u>BCC Signature Generator</u> to create their email signature block.

# **Student Services Highlights**

#### **Counseling and Student Success**

- <u>The Counseling and Student Success Department</u> is excited to welcome two new Full-Time Counselors to the team beginning this Fall 2023 semester, Aleah Jameson and Emily Ramazinni.
- Counselors are available to assist students along their educational journey and help students in making informed choices regarding their career, transfer, and personal enrichment. The department has been working diligently through the semester to ensure that the transferability of our courses is vetted through the statewide articulation process. And as the number of FTES continues to grow, our counselors are doing their best to service students in a timely manner before classes begin. Since then, we have begun using SARS (Scheduling and Reporting System) to schedule student appointments and optimize data collection.

#### **Enrollment Services**

- Enrollment Services staff, along with other Student Services Departments, is proud to host the Week of Welcome (WOW) events and festivities on campus including a Cash for College Workshop presented by Growing Inland Achievement. This back-to-school celebration will be held during the first week of the Fall semester from Monday, August 07, 2023 Thursday, August 10, 2023. Student events for the school year are currently in development alongside the Financial Aid Office's most popular event of the year: The Second Annual Scare Fair event which is set to take place on Saturday, October 14, 2023.
- Beginning with the Fall 2023 semester, Enrollment Services will pilot being open until 3:00pm on Fridays. One properly trained staff member will be on hand to serve any students who need assistance on Friday afternoons. This pilot period will be used to gather data to determine whether Enrollment Services should, once again, be open on Friday afternoons.

#### Homeless/Housing Insecurity Program (HHIP)

- Did you know that Barstow Community College has a program to assist students who are facing housing insecurity? The Homeless and Housing Insecurity Program (HHIP) is available to assists students who do not have stable housing or are at risk of losing their home. This may include finding a safe place to live, help with monthly housing costs, paying past due rent/utilities, moving costs, case management and/or security deposits. Though some students may not meet current eligibility guidelines, they are encouraged to meet with a staff member to discuss their circumstances as certain exceptions may apply.
- Students who believe they are eligible and/or who may need campus resources and community referrals are encouraged to apply directly on the <a href="https://example.com/HHIP webpage">HHIP webpage</a> or by calling the office (760) 252-6898. We can also be reached via email at <a href="https://example.com/housinginsecurity@barstow.edu">housinginsecurity@barstow.edu</a>.

#### **Student Life and Student Conduct**

• The Office of Student Life is currently working with all departments on campus to create a comprehensive internal master calendar. All events, whether held for the entire student body or for special populations, will be included on this calendar so to limit the possibility of

conflicting events. Doing so will give every department the opportunity to effectively reach and engage with students without the additional pressure of competing with overlapping events.

• Throughout the Summer semester, The Office of Student Conduct has been busy working on implementing a new student conduct program which will be web accessible for all students, staff, faculty, and public community members who wish to submit a report when an issue arises on campus. Introducing <a href="Symplicity Advocate">Symplicity Advocate</a> – an integrated case management solution that will help simplify the reporting process and house all student conduct reports. Complaints and conduct reports can now be made here by clicking this <a href="Link">Link</a>.

#### **Special Programs and Services (SPS)**

- <u>The Special Programs and Services (SPS) Department</u> encompasses several programs designed to provide access and support services for students who face educational disadvantages due to social, physical, or economic barriers:
  - Extended Opportunity Programs and Services (EOPS)
  - o Cooperative Agencies Resources for Education (CARE)
  - California Work Opportunity and Responsibility to Kids (CalWORKs)
  - NextUp (formerly known as Cooperating Agencies Foster Youth Educational Support CAFYES)
  - Basic Needs
- By offering a wide variety of resources including book vouchers, transportation assistance, a clothing closet, hygienic support, and an open food pantry, we are committed to expanding educational and personal support as well as equitable opportunities for every student located both on the Ft. Irwin and main campus.

# **Barstow Community College Learning Resource Center** (LRC) In-Service Updates

# **Teaching and Learning Support Center (TLSC)**

Greetings, Faculty and Staff Members!

We are delighted to share some exciting updates and information about the Teaching and Learning Support Center (TLSC) at Barstow Community College. The TLSC has recently achieved Level 1 College Reading & Learning Association's (CRLA) International Tutor Training Program Certification (ITTPC), a significant accomplishment for our program that reflects our commitment to maintaining high standards in academic support, fostering student success, and promoting excellence in the field of tutoring.

### TLSC Services

The TLSC offers a wide range of services to support both students and faculty in their academic journey. Some of the services we provide include:

- 1. Open Computer Lab Usage
- 2. Free Tutorial Services: Students can access one-on-one tutoring by appointment on SARS scheduling software or walk-in.
- 3. Technical Assistance: We help with Single Sign-On Portal, Canvas Courses, and various Office 365 products like Microsoft Word, PowerPoint, and Excel.
- 4. Student Success Centers: We have specialized centers for Writing and Math subjects.
- 5. Printing/Copying/Scanning: Students can use our facilities to print, copy, and scan documents.
- 6. Faculty-led Workshops: Students can benefit from workshops on various topics led by Faculty members.
- 7. Tutor-led Study Groups: Students can participate in study groups led by experienced tutors.
- 8. Free Typing Certification: We offer typing certification for all students and community members.
- 9. Academic Assistance for Grades 6-12: Our services extend to support children in 6th to 12th grade.

# **Operating Hours**

During the Fall and Spring Semesters, the TLSC is open:

Monday to Thursday: 8:00 AM to 7:00 PM

Friday: 8:00 AM to 5:00 PM

# **Contact Information**

Have questions or need to get in touch with us? Here's how you can reach the TLSC:

Phone: (760) 252-7288 Email: TLSC@Barstow.edu

# Blue and Green Slips

TLSC staff provides two forms - Blue Slips and Green Slips - to verify student interaction and attendance. These slips can be a powerful tool to incentivize more visits to the TLSC.

Blue Slip Forms indicate a student has attended a tutoring session.

Green Slip Forms confirm that a student has visited the TLSC and received information about services.

Faculty members can embed these activities into their classroom assignments or use these completed slips for extra credit incentives, encouraging students to take advantage of the valuable resources the TLSC offers.

## Student Success Centers

Our BCC Student Success Centers are discipline/pathway-specific resources. We currently have the Math Center and Writing Center, with plans to introduce a full STEM Center and other Success Centers in the future. These centers provide **zero-cost services** to students, supplementing classroom learning through various resources such as faculty-created **Directed Learning Activities**, APA/MLA Style Guides, My Open Math, instructional videos, and computer tutorial programs.

# Library

## **Overdrive**

Our library now offers Overdrive, a vast digital collection of hundreds of eBooks! Students, faculty, and staff can access a plethora of educational resources for personal and professional development, including course-related materials. For specific eBook requests, email faculty Librarian Kyri Freeman at <a href="mailto:kfreeman@barstow.edu">kfreeman@barstow.edu</a>

# **Contact Information**

Need assistance or have questions? Our library team is just a call or email away!

#### Library

760-252-7270 library@barstow.edu

#### **Head Librarian**

Kyri Freeman kfreeman@barstow.edu 760-252-7220

#### **Associate Librarian**

April Ayto
<a href="mailto:aayto@barstow.edu">aayto@barstow.edu</a>
760-252-7346

# LibGuides

LibGuides offers customized research guides tailored to specific courses. Faculty can collaborate with skilled librarians to curate authoritative resources, ensuring students access reliable materials aligned with the course content.

# <u>Embedded Librarian Program</u>

The Embedded Librarian Program offers a unique opportunity for faculty to partner with dedicated librarians throughout the semester. Librarians can actively participate in class discussions, provide targeted research support, and facilitate information literacy workshops, enriching the learning journey for students.

# New Adult Education Materials

Over 800 new library materials have been provided by Elena Rivera, Director of Barstow Area Consortium for Adult Education. These materials support a variety of disciplines and interests, including child development, psychology, business, career exploration, parenting, personal development, and young adult fiction. Come into the library and check them out!