

# MESABI RANGE COMMUNITY & TECHNICAL COLLEGE

## Course Outline

Course Title: Tutor Training  
Semester Course Prefix and Number: LSK 2455  
Old Quarter Course Prefix and Number:

Submitted By: Mary E. Weller  
Approval Date: Dec.2003  
Revision Date: March 2003

Number of Credits: 1  
Semester(s) Offered: F, S  
Class Size:  
Negotiated by AASC on:  
(date)

Number of Lecture Credits: 1  
Number of Lab Credits:      Number of Lab Hours:  
Number of Studio/Demonstration/Internship Credits:

### Course Purpose Code:

- 0 – Developmental Courses
- 1 – Non-transferable
- 2 – Technical course related to career programs
- 3 – College course which has the primary goal of applying certain concepts (e.g. vocal ensemble)
- 4 – Other college course not considered a part of MNTC (e.g. computer science, health, physical education)
- 5 – Course which is intended to fulfill the Minnesota Transfer Curriculum (MNTC) requirements or intended for transfer.
- 9 – Continuing Education/Customized Training specialized credit course (not occurring in 0-5)

### Catalog Description:

This course is designed to prepare students to tutor as part of the MRCTC Tutoring Program.

### Prerequisites and/or recommended entry skills/knowledge:

Course Prerequisite(s): Successful completion of course(s) for which s/he will tutor.  
Reading Prerequisite:  
Composition Prerequisite:  
Mathematics Prerequisite:

### Career Programs and Transfer Majors Accessing this Course

### Minnesota Transfer Curriculum Goal(s) partially met by this course if applicable:

(Notes: No more than two goals may be met by any one course. Curriculum Committee review and the Chief Academic Officer's approval are required.)

- |  |  |
|--|--|
| 0. <input checked="" type="checkbox"/> None                                | 6. <input type="checkbox"/> The Humanities and Fine Arts     |
| 1. <input type="checkbox"/> Communications                                 | 7. <input type="checkbox"/> Human Diversity                  |
| 2. <input type="checkbox"/> Critical Thinking                              | 8. <input type="checkbox"/> Global Perspectives              |
| 3. <input type="checkbox"/> Natural Sciences                               | 9. <input type="checkbox"/> Ethical and Civic Responsibility |
| 4. <input type="checkbox"/> Mathematical/Logical Reasoning                 | 10. <input type="checkbox"/> People and the Environment      |
| 5. <input type="checkbox"/> History and the Social and Behavioral Sciences |  |

**Learning Outcomes:** (including any relevant competencies listed in the Minnesota Transfer Curriculum)

- Students will learn the nature and responsibilities of successful tutoring
- Will understand the roles of learning styles, brain research, and communication skills in the tutoring process
- Will acquire techniques appropriate to various subject areas
- Will understand and recognize certain common obstacles to learning and studying
- Will be aware of the many resources available at the college and know how to refer students when appropriate
- Will tutor and keep records of the tutoring sessions in order to examine and evaluate the experience

**Student Assessment Methods:**

Tutor Assessment Forms, filled out by the student receiving tutoring

Reaction papers/discussion groups for each training session

Final Paper analyzing the tutoring experience

**Use of Instructional Technology:** (includes software, interactive video and other instructional technologies):

Video Training programs are part of selected sessions.

Certain internet sites are recommended both as sources of tutoring techniques and as extra tutorial help for students requesting tutoring services.

**Outline of the major course content:**

- The role of the tutor, as distinct from that of the instructor
- Nature and responsibilities of successful tutoring
- MRCTC policies and procedures for tutoring; including confidentiality
- Learning styles as related to tutoring
- Communication skills as related to tutoring
- Working with groups
- Planning and preparation for tutoring
- Discipline-specific tutoring techniques
- Dysfunctional student styles and referrals
- Techniques for tutoring students with disabilities

**Additional Special Information:** (special fees, directives on hazardous materials, etc.)

**Transfer Information:** (Please list colleges/majors that accept this course in transfer.)

**Approvals:**

Body	Representative Signatures	Date
Curriculum Committee		
Faculty Association		
Academic Affairs Standards Committee		
Chief Academic Officer		

**Distribution:** Original – Instructional Services

**Copies:** Transfer Specialist, Originating Faculty Member, Records

**Revised:** March 2010