

# Learning Assistance Center

**Academic Affairs**  
**Learning Assistance Center**  
**Keats Campus Building**  
**(209) 294-3052**



**T**he Learning Assistance Center (LAC) provides services to all students in the university who would like to become more independent and efficient learners. Located in the Keats Campus Building, the LAC houses the Tutorial Center, the Progress and Advancement through Special Services (PASS), and the CORE Student Affirmative Action-Retention Programs. Students are encouraged to drop by or they may be referred by instructors for specific help. In addition, students may enroll in specific basic skills classes.

The Learning Assistance Center works closely with the School of Education and Human Development, and the Departments of Social Work, English, Linguistics, Mathematics, Communication Arts and Sciences, and La Raza Studies in the development of course offerings.

The following courses are offered by the above departments for LAC students on a CR/NC grade basis *only* and do not count toward the baccalaureate degree.

## **Reading Skills:**

(Educ A) Emphasis given to vocabulary development, comprehension, and reading rate (see *School of Education—Interdepartment Courses*)

## **Writing Skills:**

(Engl 3C) Sentence Structure and Punctuation (see *English Department Courses*)

## **Writing Skills:**

(Ling 3A) Spelling and Vocabulary Building (see *Linguistics Department Courses*)

## **Basic Mathematics Skills:**

(Math A) Review of mathematics concepts, elementary algebra, and elementary geometry.

(Math 1A) Elementary Algebra Laboratory: Must be concurrently enrolled in Math 1 (see *Mathematics Department Courses*)

(Math 4A) Intermediate Algebra Laboratory: Must be concurrently enrolled in Math 4 (see *Mathematics Department Courses*)

## **Study Skills:**

(Spch A) Improving ability to communicate when reading, speaking, and writing (see *Communications Arts and Sciences Department-Speech Communication Program Courses*)

## **College Survival Skills:**

(Educ 001/Soc Work 001/Athletics 001) College Planning Skills: A seminar in skills, techniques, and strategies designed to address the educational needs of those students who may be experiencing difficulty in their academic and personal adjustment to college life.

## **Tutoring Skills:**

(Educ 101) Practicum in Tutoring: Development of Skills in tutoring individuals and small groups (study habits, problem solving, writing and test taking).

## **The Tutorial Center**

The Center offers free tutorial assistance in any course to currently enrolled students. Students are matched in small groups with tutors hired through faculty recommendations at the time they request services. Drop-in labs in accounting, chemistry, math, reading and writing, enhance the tutorial effort.

## **Progress and Advancement Through Special Services (P.A.S.S.)**

The P.A.S.S. Program is a free student retention service designed to improve reading, writing, and study skills. Students may participate in study groups, receive individualized assistance, or enroll in specific courses taught by P.A.S.S. program specialists. Students must meet eligibility requirements at the time they request services.

## **Student Affirmative Action**

The Student Affirmative Action Program (SAA) is a student retention program comprised of three units: 1) the Retention Program, 2) the Faculty Referral Program, 3) the Retention Advising Program.

The Retention Program provides a variety of services designed to assist students from non-traditional backgrounds in achieving their educational objectives. Students may come into the Retention Office with any question or concern, either academic or personal. Appointments are not necessary. In addition, study skills workshops are available throughout the semester.

## **Retention Advising Program**

The Retention Advising Program provides intensive assistance to undergraduates on academic probation or disqualification. Participants are involved individually, in small groups, or in classes. The program helps develop time management, study skills, improved communication, and better adjustment to the campus environment.

## **Faculty Referral Program**

The Faculty Referral Program is designed to serve as a clearinghouse for all referrals on campus. It provides a single, central location to which a faculty member can direct students who have academic or personal problems. Working in total confidence, the staff further refers students to the unit on campus that can best help them. After the students contact the unit, the Faculty Referral Program sends the faculty member (usually within seven days) a summary of the services provided.