

## READY FOR SUMMER?

MAY 2011

### CONNECTIONS CONFERENCE 2011

#### SPECIAL POINTS OF INTEREST:

- Connections Conference
- Call for Proposals
- Tutor Training Tips
- Green tips for your program
- Be the change you want to see in the world

It's LCC hosted by LCC! What could be better than that?!

Join us on Friday, October 28, 2011 in Lansing, Michigan for our 29th Connections Conference. This year's theme is *Learning Centers in Collaboration*. Renee DeGraaf and her Lansing Community College tutors will be our conference hosts.

The conference will be at the Ramada Inn on Saginaw Highway (easy on/off exits) and we will be holding a block of rooms at a great rate. Conference registration has changed a bit, so please be sure to check out the form on our website. If you want to come early or stay late, the Spartans are out of town, but there are plenty of other

things to do in and around Lansing! Hotel reservations need to be made directly to the hotel and information is on our website for the discount rate.

Our keynote speaker will be Annette Mileski of Southwestern Michigan College. Annette is our past president and has served on the Board for five years. She is the Director of the Teaching and Learning Centers and is currently in the midst of restructuring SMC's in collaboration with the Library services department. Her presentation will be lively, interactive,

a bit silly and full of good information. Check our website for updates throughout the Summer.

Hope to see you in Lansing!



### CALL FOR PROPOSALS

Guess what? You are not too late to submit a conference proposal! Proposals will be accepted until September 15, 2011. This gives you some time to relax this summer, but don't wait too long to share your wisdom!

The theme is "Learning Centers in Collaboration." How do you work with other offices in your school? What partnerships or collaborations do you have with faculty? What would you like to know about how other colleges train tutors, offer online support, stretch budget dollars? Tutoring professionals are always so generous with their ideas and expertise-- tap that generosity for your benefit, and share your great ideas with others.

Think about the things your center does throughout the academic year or would like to do and create a workshop around that. Do you have a unique or interesting way of structuring your tutor training? Share your wisdom!

Are you a tutor who is constantly in demand? How do you manage your time? How do you work with multiple students in different courses? Share your wisdom!

Need more ideas? Visit our website or join our Facebook page to connect with other members!

## TUTOR TRAINING TIPS

Are you gearing up for the next academic year or winding down from the current one? As a learning center director, it seems as though I have to keep thinking at least one year ahead. Thankfully, my staff keeps attending to much of the day-to-day!

One of the areas that I am always mindful of is tutor training. Tutoring is the life's blood of our center and good, solid training is what keeps it flowing smoothly. Training is the essence.

Here are some suggestions:

- Create a campus scavenger hunt; highlighting the departments with whom your center interacts (this is great in teams; start each team in different departments with different clues!)
  - Play Staff Bingo—create a Bingo Board with different trivia about each staff member; this is a great ice breaker and gets everyone moving and talking; can also be done just as questions: which staff member just returned from Costa Rica? or Which staff member has 3 dogs and 2 cats?
- Prior to training have all staff members complete an online personality quiz and email results to trainers; divide into discussion groups based on results.
  - Ask seasoned tutors to write and facilitate role-play scenarios for the group
  - Create a *Jeopardy* game to review the policies and procedures for your center
  - Have tutors practice freewriting or think-pair-share; use an off-the-wall question such as: when and how was it decided that houses would have mown grass or lawns?
  - Ask an instructor to facilitate a training session about one area students seem to struggle through, like factoring polynomials
  - Match new tutors with returning tutors as mentors and ask them to observe and discuss a tutoring session
  - Gather stress management or time management strategies from the internet and ask staff to review and pick out the ones they do or find the most helpful.



## BE THE CHANGE

In the past few months, I have been to countless meetings where the issue of student behavior has been discussed. Many of my colleagues state that our students are becoming more demanding, self-centered and rude. We tend to blame this behavior on 'society.'

WAKE UP!!!! WE'RE SOCIETY!!

I want to challenge each of you to "Be the change you want to see in the World." If you want students to be respectful, then you need to be respectful. If you want your children to say, please and thank you, then you need to say please and thank you. You have the power to change the world....just by changing yourself!

How?

This morning I went to the doctor's office and ,of course, it started to pour just as I stepped out of the car! I grabbed my umbrella and raced for the door. A woman was inside pushing a man in a wheel chair. She ran to get the car and pulled as close to the door as she could.

There was a small covered entrance, but the gentleman would still be subject to the rain. I stopped, held the door, and then extended my umbrella over the man and woman as she wheeled him to the car.

**"Be the change  
you want to see  
in the World."  
Mohandas  
Gandhi**

## BE THE CHANGE (CONTINUED)

It was a bit tricky to maneuver, but we managed to get him into the car with little water damage. When he was settled, I closed the door and walked the woman back under the covered entrance to return the wheelchair.

As I walked through the lobby and shook off the rain, a woman said, "That was a really nice thing you did!" She walked away with a big smile....I hope she will pass it on!

As we finished our shopping at Aldi one day, an older woman was next to us. She had a couple of boxes of bottled water in her cart. She turned to my daughter and asked if she could possibly help put the water into her car. My daughter who is 16 and quite shy, replied, "Yes, ma'am, no problem." When she returned from the parking lot, she was beaming from ear to ear— and so was I. Be the change . . .



## IT AIN'T EASY BEING GREEN

### At the Office:

#### Easy Ways to Go Green at Work

These easy green office tips can help save energy, money and resources!

1. **Be bright about light:** Turn off the lights when you're leaving any room for 15 minutes or more and utilize natural light when you can.
2. **Maximize computer efficiency:** Each year, computers waste \$1 billion worth of unnecessary electricity. Program computers to go to sleep after 15 minutes of inactivity.
3. **Print smarter:** The average U.S. office worker goes through 10,000 sheets of copy paper a year. Use PDFs where possible and make sure printers programmed to print on both sides of the paper.
4. **Responsible Disposal:** Any electronic waste that can't be refurbished should be disposed of properly.

5. **Ramp up your recycling:** Just about any kind of paper you would encounter in an office, including fax paper, envelopes, and junk mail, can be recycled.
6. **Watch what (and how) you eat:** Provide reusable dishes, silverware, and glasses. Offer filtered water and encourage employees to avoid plastic bottles.
7. **Rethink your travel:** Take the train, bus, or subway when feasible instead of a rental car when traveling on business.
8. **Reconsider your commute:** Make it easy for employees to take alternative modes of transportation to get the office, by subsidizing commuter checks, offering bike parking, or organizing a carpool board.
9. **Create a healthy office environment:** Use non-toxic cleaning products and brighten up your office with plants, which absorb indoor pollution.

Retrieved May 25, 2011 from:  
<http://action.sierraclub.org/site/>,

Responsible,  
 recycle, rethink,  
 reuse and  
 reconsider



### Countdown to the Conference

- Enjoy your summer, and think just a little about next fall!
- Submit a proposal to present at the conference by September 15
- Register for the conference by October 17
- See you in Lansing on October 28!
- Conference website: [http://www.michigan-tutors.org/mta\\_conferences.htm](http://www.michigan-tutors.org/mta_conferences.htm)



Check our website  
for email contacts !

## MICHIGAN TUTORIAL ASSOCIATION

P.O. Box 895

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<http://www.michigan-tutors.org/>

The MTA is a professional organization serving the needs of those interested and involved in tutoring post-secondary education. Our annual conference brings together a group of people who care about issues in tutoring and would like to share their successful strategies with you. We provide Michigan tutorial personnel a network for sharing, growth, and learning opportunities.

**LOOKING FOR MTA GEAR?  
CHECK OUT OUR STORE AT  
[WWW.PRINTFECTION.COM/MTASTORE](http://WWW.PRINTFECTION.COM/MTASTORE)**



### GREETINGS TO MICHIGAN TUTORIAL ASSOCIATION MEMBERS

As we are winding down the 2010-2011 academic year and starting preparation for Fall semester, I thought you might be interested in the professional activities of MTA Board Members.

Elizabeth Dewey attended National Association for Developmental Education conference in Washington, D.C. in February 2011. Liz is also part of a team that received the DeVinney Endowed Teaching Chair at Delta College in fall 2010 .

Scott Werhnyak completed his second Associate's Degree in Finance from Macomb Community College through "No Worker Left Behind." Scott already had an Associate of Arts Degree from Oakland Community College. So this might explain Scott's addiction to *Quicken!*

Kathryn Schrader, who is a past president and founding member of the MTA is retired and having fun traveling, but is still active in attending MTA meetings and creating new MTA stationery.

Each Board member is looking forward to meeting MTA members at the next Connections Conference on October 28<sup>th</sup>. Please come and share your expertise and professional achievements with us.

You can also share good news about yourself, your tutors, your centers, and your colleges through the MTA's Facebook page!



Joyce Van Baak