

The Academic Resource Center (ARC)

Spring 2015

Location: Spangler Second Floor

- <http://www.ohiodominican.edu/arc>
- Academic Center for Excellence (ACE) Spangler 207
- Math Lab Spangler 206A
- Write Place Spangler 206B

Academic Tutoring

- The Academic Resource Center (ARC) provides free academic support to all registered Ohio Dominican University students. Tutoring is available in most introductory ODU courses; additional tutors may also be hired upon faculty or student request. Tutors must be endorsed by a faculty member in the subject area for which they are hired. The tutor list is posted at various locations on campus and is available online at: www.ohiodominican.edu/arc. Tutor contact information is often included on course syllabi.
- Students may check tutor availability and make appointments online using **TutorTrac**, which is accessed through the ARC website. The walk-in schedule for each lab is also posted online.
- **Academic Center for Excellence (ACE):** ACE tutors can help students develop general learning strategies to approach most introductory level courses. Strategies include tips for effective reading, note-taking, time management, test preparation, etc. Each ACE tutor has a content specialization so that he/she can provide in depth tutoring for particular courses. ACE content tutoring is by appointment; use Tutor Trac online or email the tutor directly. The ACE Coordinator is Amy Spencer, spencera@ohiodominican.edu,
- **The Math Lab**, Spangler 206A, is the ARC's walk-in math lab, where students can find assistance in any math course ODU offers. The math lab can also often assist with quantitative aspects of business and science courses. The Coordinator of the Math Lab is Stephanie Jones, joness10@ohiodominican.edu.
- **The Write Place:** While appointments are preferred, walk-in writing assistance is available at the ARC's writing lab, located in Spangler 206B. Writing tutors can help students in any phase of the writing process, including the proper use of MLA and APA format. If you would like to direct students to the Write Place for a particular assignment, please contact Allen Williams, williama4@ohiodominican.edu.

Peer Assisted Study Sessions (PASS) and Review with A Peer (RAP)

- At faculty request, tutors may be assigned to particular courses to model a discipline-specific approach to homework, study or test-taking. This peer facilitated group study program is currently in place for some science (RAP) and math (PASS) courses.
- The PASS and RAP schedules are decided during the first week of the semester by students in each course for which group review sessions are available; once scheduled, these will be posted online & in TutorTrac.

Learning Strategy Workshops

- The ARC offers a variety of study skills workshops throughout the semester. The schedule for open workshops is posted online; faculty may also choose to have an ARC workshop presented during class time. The ARC is also happy to accommodate class visits to the ARC and/or to develop additional academic workshops in conjunction with faculty or other groups.

Standardized Test Preparation

- In conjunction with ODU Library staff, the ARC provides study materials and test preparation tips for a variety of standardized tests, including Praxis, GRE, GMAT, LSAT, etc.

Web Resources

- The ARC maintains a website providing links to academic resources as well as electronic documents on a variety of study skills.
- If you know of a web resource that is particularly helpful, we would be happy to add it to our links; just let us know!

Staff

- Director: Amy Spencer, Spangler 207, 251-4511
- Writing Center Coordinator: Allen Williams, Spangler 204, 251-4510
- Math Lab Coordinator, Stephanie Jones, Spangler 205, 253-3619
- Peer Tutors: Names, schedules, and specializations are posted online
 - Peer tutors are outstanding students recommended for hire by faculty in particular disciplines

NOTE:

While the ARC provides information on time management and test taking strategies, students who are experiencing stress, anxiety, and/or emotional difficulties should contact the Director of Counseling Services, lewism@ohiodominican.edu.

NOTE:

While the ARC houses adaptive equipment & is often involved in providing accommodations to students with disabilities, arrangements for accommodations and all documentation of learning needs is handled by the Coordinator of Disability Services (CODS) in the Office of Academic Advising. Any student requesting accommodations must register with the CODS, Laura Akgerman, akgermal@ohiodominican.edu.

- If you have any questions about the ARC, please contact Amy Spencer, Director of the Academic Resource Center at 251-4511, spencera@ohiodominican.edu, or visit our website at: www.ohiodominican.edu/arc.

**For the most current information regarding the ARC,
visit our website: www.ohiodominican.edu/arc**