Strategic Goal Team 3

Sub-Group: Lawrence Campus Tutoring Space

April 4, 2013

The following space plan is based on the possible allocation of rooms L200, L201, and L202 – L216.

The above mentioned areas total approximately 3,900 square feet, which is a smaller area than proposed in the previously submitted space plan. Based on this potential location, the team is presenting a plan that will better accommodate all services.

LA103/104

Math tutoring will remain in its current location on Amesbury Street. Science tutoring will be integrated into the math lab on Amesbury Street. This will be consistent with the Haverhill campus where math and sciences will be housed in one room.

We are requesting that the Math/Sciences tutoring area also have primary use of the computers immediately outside of LA103/104. This will be essential as we expand science tutoring.

L200 – L216

- Two entry/exit points: L200 and at L216. The doors to L200 should be evaluated for improvement. We are requesting that swing of the doors be evaluated and changed to eliminate the noise, which is disruptive to a tutoring environment. Windows on the doors (or possibly one of the walls) would also be beneficial. As structured, they do not have a welcoming appeal.
- All carpeting will be removed, to be replaced with vinyl tile.
- All areas equipped with computers along one or two walls, 8 – 10 computers each. Infrastructure to support approximately 40 computers.
- Wireless capability. (There have been reports of wireless not being able to handle volume. This should be improved if possible.)
- Mix of white boards and tables for tutoring.
- Lockable storage area for 30 laptops.
- Cart to charge and transport laptops.
- Adequate power outlets in easily accessible areas throughout the centers.
- Phone/computer hookups.
- Design that includes some computer stations, tables, chairs, etc., that meet ADA requirements. One or two per tutoring area for assistive technology.
- Lighting that is conducive to meet the needs of DHH students.
- Soundproofing as appropriate and acoustics taken into consideration for noise levels.

L201

- This room would be used as a language lab. The room should have one to two 4 x 4 windows: one on the wall to the left upon entry and one on the wall straight ahead upon entering.
- New computer desks that will allow an increase from 8 to 10 computers to fit in the room.
- Drops (if necessary) for the additional two computers.
- No other changes required to L201.

L200

- Two subject areas (ESL and Reading).
- For flow, we are requesting construction of a half-wall to separate the two areas; this would extend from the wall on the left, beginning where part of the wall already juts out. Changes dependent on fire or other codes.
- Welcome desk with workstation to the left.
- Total of four staff workstations: two for Reading and two for ESL.
- Two TutorTrac sign-in stations.
- Two printing stations; one for each area.

L202 – L216

- Two subject areas (Writing and Computer Science/Business).
- For flow, we are requesting construction of a half-wall to separate the two areas; this would extend from the wall on the left, beginning where part of the wall already juts out. Changes dependent on fire or other codes.
- Total of four staff workstations: two for Writing, one for Computer Science/Business and one for visiting Coordinator/Director.
- Two TutorTrac sign-in stations.
- Two printing stations; one for each area.

 Additional Note:
- L231A/B
- The Tutoring Space Planning Team is requesting consideration of additional space in L231A/B. These areas will allow space for SI sessions, tutoring for students who need special accommodations, specialized workshops, tutor trainings, meeting space and also provide secure areas for other tutoring resources.