

POLICIES

ACADEMIC SUPPORT SERVICES

Center for Academic Achievement

The Center for Academic Achievement (CAA) promotes student academic success by offering free personalized and group tutoring support with course-specific learning skills and study strategies. Located in Hudson Hall 315, CAA professional tutors will assist students through various subject based coursework, as well as specialized Reading and Literacy, English as a Second Language (ESL), and Direct Support Professional (DSP) programs, by using tutoring techniques that encourage independent critical thinking. CAA peer tutors are DCC students who have excelled in relevant coursework, been recommended by faculty members, and are well-equipped to foster participation and engagement with their fellow students. Furthermore, the CAA's scope of tutoring varies from test preparation, time management, notetaking skills, project preparation, and content-based strategies for developing research papers.

The CAA boasts a significant tutoring area, ideal for workshops and events, such as 'Study at Night,' group tutoring, as well as a conference room, three offices, computers and laptops to facilitate and foster deep learning. For more information about the Center for Academic Achievement, please [visit their web page](#), email at caa@sunydutchess.edu, or call 845-431-8090.

DCC Help Desk

Refer to the "Additional Services" section.

MyDCC

MyDCC is the college web portal. It provides online access to library databases, campus email, student grades and student schedules. Online registration and online learning systems also are accessible through myDCC. MyDCC is the place to find out about activities on campus, important dates and class cancellations.

Dr. Mary Louise Van Winkle Professional Staff Teaching Learning Center (TLC)

The TLC serves to promote active teaching and learning by making current instructional technologies available and accessible to the faculty and professional staff at Dutchess Community College. The TLC provides a resource and support center where faculty and professional staff can obtain technical assistance and training on the use of various technologies that can enhance, augment, organize and manage online and on-campus course content. Training and materials to support faculty use of administrative educational software also is provided. The TLC is on the lower level of the Francis U. and Mary F. Ritz Library in Hudson Hall. If we add **text** here.

The Learning Commons

The Learning Commons provides academic support to students that promotes deep engagement with learning materials and fosters an appreciation for curiosity, discovery, exploration, and growth. The Learning Commons includes a variety of academic support services: Ritz Library, Math & Science Center, Writing Center, Office of Accommodative Services, Testing Services, and CSTEP. Below is information about some of these services.

The Math & Science Center

The Math and Science Center provides places for math and science learning and beyond. Students may work on assignments, with other students, or with guidance from peer and professional staff. The Center offers drop-in and appointment tutoring from both peer and professional tutors in biology, chemistry, computer information systems, computer science, mathematics, accounting, economics, nursing, engineering and physics. Tutorials using graphing calculators, MS Excel, and Desmos are also available.

The Math & Science Center is located on three floors in the Allyn J. Washington Center for Science and Art. The first-floor study space, where study sessions, faculty office hours and workshops happen, is in W126. The Math & Science Center on the second floor is located in W224. This is a large space that offers faculty office hours, workshops and drop-in tutoring by peer and professional tutors in chemistry, computer information systems, computer science, mathematics, accounting, economics, nursing, engineering, and physics. The third floor is located in W324 and has drop-in tutoring for biology with a professional tutor. In addition, the Math & Science Center provides professional tutors for nursing in the Center for Business and Industry building.

Computers, printers, dry erase boards and tables are available in each location. Calculators may be signed out for quizzes and exams from W224. The second floor also has a scanner and textbooks for most math and science courses. For more information, call (845) 431-8538 or visit www.sunydutchess.edu/masc.

Textbooks and calculators are available for use while in the Center in Washington, and a limited supply of calculators may be taken out for quizzes and tests. For more information, call (845) 431-8538 or [visit our website](#).

Testing Services

The Testing Centers in the Student Services Center, Room 104 and at DCC @ Fishkill provide proctoring services for DCC students. Test proctoring services include: testing accommodations and make-up tests, placement testing, proficiency and CLEP testing, high stakes certification testing and proctoring for students from other colleges taking online courses. Proctoring fees do apply for some exams; please see the College's fee schedule page for more information. Appointments are required and can be made through the Testing Center's webpage at www.sunydutchess.edu/testing. For further information, please contact the (845) 790-3733.

The Francis U. and Mary F. Ritz Library

The DCC Library is a vital educational resource center for the College community. Located on the 3rd floor of Hudson Hall, the Ritz Library contains a diverse collection of print and electronic books, media, journals, periodicals, and newspapers. Our collections cover general subject areas as well as specialized topics for all programs taught at DCC. All electronic resources are available on campus and off campus, as long as an internet connection is available. Students can also use study rooms, computers, laptops, media equipment, and reserve textbooks while in the library.

DCC's knowledgeable reference staff provides assistance with locating, evaluating, and effectively using information. Students and faculty have reciprocal access to other SUNY libraries through the SUNY Open Access program. Interlibrary loan allows our campus community to borrow from other libraries, especially if a title is unavailable through our purchase on-demand e-reader program. The library also offers general and customized information literacy presentations upon faculty request.

The Ritz Library creates online research guides to support the curriculum at DCC. These guides help students choose appropriate resources within a particular class or discipline, and are easily translatable into multiple Mobile library applications are also available so students can explore academic resources while on the go.

Students have 24/7 access to the library's chat service, AskUs24/7. This service allows patrons to connect with an academic librarian for research assistance. For more information about library services, please call (845) 431-8630 or access the library website through the library link on the student tab of myDCC.

The Writing Center

The Writing Center has two locations: Hudson Hall, Room 503 in Poughkeepsie, and Room 206A in Fishkill. In Poughkeepsie, the Writing Center is home to tutoring services and a full computer lab. The Writing Center offers a friendly, informal atmosphere where students work one-on-one with professional and peer tutors on any writing assignment or task. Students visit during various stages of their writing process to clarify assignments, brainstorm, outline, review rough drafts, plan revisions, or consider final editing. In addition, the Writing Center provides a resource library of reference books and handouts, a space for readings and other special events like "Poetry Slams," and a quiet place to write. Online tutoring is available through the Writing Center's website. Throughout the semester, the Writing Center conducts workshops for students on assorted topics, such as writing scholarship and college application essays and MLA/APA formatting guidelines. The Writing Center hosts class workshops in collaboration with educators, either in the Hudson 503 space or in their classroom.

The Center's computer lab offers computers, printers, a scanner, a variety of word processing programs, course-related software, and Internet access for research purposes. A teaching lab assistant and student aides orient students to computer operations and demonstrate programs for word processing, spreadsheets and computer-based research. For more information about the Writing Center, [visit their web page](#) or call (845) 431-8095.

Online Tutoring

On myDCC and Brightspace, you'll find access to free online tutoring that connects students to tutors in a variety of subjects, including math, science, writing, world languages, economics, and more. Tutors are available during the day, evenings, and weekends, with select subjects offered 24/7. This tutoring is offered through our on-campus tutoring centers and through online services.

