

## Statistics Tutoring All Together (STAT) Lab

### Purpose:

The purpose of STAT Lab is to centralize office hours offered by graduate students in our department. By centralizing, the statistics department will be able to help students struggling in statistics undergraduate courses *free of charge*.

STAT Lab is not a statistics consulting service – people should refer to SAIG regarding the application of statistics in science (<https://saig.stat.vt.edu/>). Also, STAT Lab is not an IT service – people should refer to 4-HELP for software and hardware problems.

To start, STAT Lab will provide help to students in the following classes:

- STAT 2004 - Introductory Statistics
- CMDA 2014 – Data Matter
- STAT 3005 - Statistical Methods I
- STAT 3006 - Statistical Methods II
- STAT 3104 - Probability and Distributions
- STAT 3604 - Statistics for Social Sciences
- STAT 3615 - Biological Statistics I
- STAT 3616 - Biological Statistics II
- STAT 3654 – Intro to Data Analytics and Visualization
- STAT 3704 - Statistics for Engineering Applications
- STAT 4094 – Introduction to R Programming
- STAT 4105 - Theoretical Statistics I
- STAT 4106 - Theoretical Statistics II
- STAT 4204 - Experimental Design
- STAT 4214 - Methods of Regression
- STAT 4514 – Contingency Table Analysis
- STAT 4705 - Statistics for Engineers I
- STAT 4706 - Statistics for Engineers II
- STAT 4714 - Probability and Statistics for EE
- STAT 5105G - Theoretical Statistics I
- STAT 5106G - Theoretical Statistics II
- STAT 5204G - Experimental Design
- STAT 5214G - Methods of Regression

### People:

- Staff advisor: Brandy Hayden will maintain the schedule of graduate students staffing the STAT Lab. She will inform the statistics faculty of the finalized schedule, including which tutors are when and to what classes each tutor is officially assigned.
- Faculty advisor: Leanna House will manage high level (e.g., non- scheduling) staffing or other issues.
- Tutors: Those hosting office hours in STAT Lab are teaching assistants (as assigned by the Statistics Director of Graduate of Studies (DGS)) for statistics courses who are not instructors of record and serve as a GTA for 10 hours or more. This primarily includes graduate student graders of the classes listed above, but others may fit this category and additional assignments to the STAT Lab can be made by the DGS or other course instructors. Graduate students who are instructors of record may participate in STAT Lab as tutors as well, but the choice is theirs. Undergraduates, as approved by Dr. House, may also serve as tutors.
- Tutees: Students in the classes formally covered by STAT Lab (listed above) may attend STAT Lab.

**When and where:**

Refer to the STAT Lab website for the current location. The goal for STAT Lab is to help tutees 10-15 hours a week. To cover these hours, each tutor will spend 10% of their TA time in STAT Lab. For example, if a graduate student is assigned to work 20 hours/week for one or more courses, 2 hours of the 20 hour/week will be spent in STAT Lab. If there aren't enough people to cover 10-15 hours, STAT Lab days and hours will be adjusted accordingly. Additionally, if students cannot commit to times after 5pm, further adjustments will be made to STAT Lab.

**Policies for tutees (e.g., undergraduate students) using the service:**

Tutees are held to the standards of the Virginia Tech Academic Honor Code. Discernment for which assignments are eligible for seeking help from tutors is the responsibility of the tutee, not the tutor. Also, STAT Lab is not a service for tutors to complete or check homework. Tutees should come to STAT Lab prepared to ask questions about topics in statistics classes.

If STAT Lab is busy, tutees should make themselves known to the tutor and politely wait. If no tutor is present in STAT Lab during posted hours, or other concerns arise, tutees should email Brandy Hayden (brandy91@vt.edu).

**Policies for tutors (e.g., graduate students) offering the service:**

Once scheduled to attend STAT Lab, it is the responsibility of the tutor to attend each week and sign-in/sign-out via the link: [https://virginiatech.qualtrics.com/jfe/form/SV\\_3CwdgCocgn4mfx](https://virginiatech.qualtrics.com/jfe/form/SV_3CwdgCocgn4mfx).

If a tutor has a conflict and cannot attend his/her allotted time, it is the *tutor's responsibility* to find a substitute. Eligible substitutes include other scheduled tutors in STAT Lab, unless permission has been granted by the faculty STAT Lab advisor. The tutor should also alert Brandy Hayden of the substitution. *If a tutor fails to meet his/her obligation in STAT Lab, the Statistics Graduate Committee will determine how to address the failure. E.g., the tutor may lose funding indefinitely.*

**Suggestions to faculty:**

Faculty members who teach any of the listed classes above may choose to announce in class the availability of tutors in STAT Lab. It might also be helpful to state when the faculty's class-specific TA works in STAT Lab.

If a TA spends more than his/her allotted time devoted to TA'ing because of STAT Lab, please let the faculty advisor know. The faculty member, the TA, and faculty advisor should meet to find a strategy so that TAs are not working over-time.