

TWU Supplemental Instruction (SI) Leader – Faculty Agreement

SI Leader (Print): _____ SI Faculty (Print): _____

Course Name and Section: _____

Cooperating Faculty Member Agrees To:

1. Provide the SI Leader with **TA Non-Grading** access to Canvas for posting SI-related information.
2. Provide SI Staff with **TA access** to Canvas to obtain grades for program evaluation purposes.
3. Allow a brief SI introduction during the first week and in-class announcements.
4. Encourage student attendance at SI sessions and office hours through various means.
5. Avoid scheduling conflicting review sessions with SI sessions or office hours.
6. Meet weekly or bi-weekly with the SI Leader to discuss course content and progression.
7. Maintain regular communication with the SI Staff and be available for occasional meetings.
8. Respect the anonymity of SI session attendance and refrain from attending SI sessions.
9. Avoid assigning TA or instructor-like tasks to SI Leaders.

SI LEADER AGREES TO:

1. Attend all class meetings, take notes, and complete assignments.
2. Participate in course assessments as appropriate.
3. Model and help develop effective study skills.
4. Maintain professional behavior as outlined in the SI tutor handbook.
5. Refrain from discussing course requirements or grades with students.
6. Use interactive learning strategies during SI sessions.
7. Prepare appropriate study materials for SI sessions.
8. Provide feedback to faculty when requested and share materials in advance when possible.
9. Commit to at least one semester of employment.
10. Focus solely on SI responsibilities, avoiding any TA duties.

SI SUPERVISOR AGREES TO:

1. Collaborate with faculty in selecting and placing SI Leaders.
2. Provide comprehensive training for SI Leaders.
3. Monitor and support SI Leaders' activities and performance.
4. Supply necessary resources and ongoing professional development for SI Leaders.
5. Conduct and share end-of-term comparative analysis of student performance with faculty.

Please sign below:

SI Leader: _____ Date: _____

SI Faculty: _____ Date: _____

SI Staff: _____ Date: _____

*SI Leaders are **NOT** teaching assistants and should not perform such duties.*