



Participation with the SI Program

1. SI participation is voluntary for faculty. If you are unhappy with your SI Leader, you can discontinue service with SI. We ask that you would wait until the semester ends to minimize disruptions for students. Additionally, faculty has the right to turn down SI candidates without affecting our decisions to work with you in the future.
2. SI selects candidates based on faculty recommendations. If you have students who you feel would be good SI Leaders, please let us know.
3. SI respects the faculty member's classroom. If there are specific conditions that you would like us to abide by, please let us know ahead of time. SI will try to make every reasonable accommodation possible, and if unable, will inform you in writing before the semester begins.
4. SI Leaders are not teaching assistants. Please do not ask SI Leaders to grade or handle graded materials. SI Leaders are happy to help you in the classroom during group work or to give out informational handouts. If you find the need to cancel a lecture, the SI Leader cannot substitute. If you are not planning on using a substitute, your SI Leader can hold an SI session during your lecture time to give the whole class the opportunity to check out SI.
5. SI Leaders attend lecture. This ensures that the Leader understands the material and your expectations of the students. This also helps the Leader determine how they can best reiterate important information in new, dynamic ways. SI Leaders also model ideal student behaviors while in lecture and also serve to advertise and encourage students to attend SI. If you cannot host an SI Leader in your class but would still like support, let us know, and we will attempt to accommodate this request.
6. SI Leaders do not participate in the completion of assigned materials. Assisting students with homework or other take home/online assignments is strictly forbidden unless the instructor provides written permission to both the SI Coordinator and SI Leader.
7. Faculty who wish to know who is attending SI may contact the SI Coordinator for a list of names. Please keep in mind that SI attendance is voluntary. Our goal is to have 35 percent of students enrolled in the courses we support to attend two (2) or more SI sessions throughout the semester. Extra credit for attending may be offered at faculty discretion.
8. SI Leaders must be allowed to market SI. Most of the time, a minute prior to class starting should be sufficient to make announcements. On the first or second day of lecture, please introduce your SI Leader to the class and allow them 5 minutes to introduce the program to

students and conduct an availability survey. The use of board space that is not typically used in lecture allows SI Leaders the opportunity to remind students to use the program.

9. Every week, the SI Leader will touch base with you. This can be done both in-person and via email. This helps the SI Leader to plan sessions around concepts that students are finding difficult.
10. We ask that you maintain regular contact with the SI Coordinator. This way, if a problem arises with your SI Leader, we can work together to determine proactive strategies for resolving the issue. If the Leader is not receptive or if problems persist after they have been discussed, please contact the SI Coordinator immediately. We will work to find a solution as quickly as possible.
11. Please enroll your SI Leader into your Blackboard course as a **student**.

Working together, faculty and SI Leaders can help guide ICC students to great success!