



## **Supplemental Instruction: FACULTY REQUIREMENTS**

Faculty who requests an assigned SI Leader for the classroom agree to complete the following requirements.

### **COURSE INVOLVEMENT**

- The course syllabus will contain the contact information for the SI Leader with a brief description of supplemental instruction.
- The SI Leader will attend all class meetings. There is an expectation that the SI Leader change seating positions each class.
- SI Leaders will have a minimum of 5 minutes weekly for classroom announcements and reminders.
- Students from the course will be encouraged to attend SI Sessions. These sessions are for all students and not just the students who are struggling. It is useful if the students can earn participation points or extra credit for attending these sessions.
- SI Leaders will not act as a Teaching Assistant and will not be grading.
- If agreed upon between the SI Leader and the faculty member, SI Leaders may assist with activities during the class time.

### **COMMUNICATION & MEETINGS**

- Meet with the SI Leader at least once before the semester begins and throughout the semester on a regular basis.
- Provide the SI Leader with a course syllabus, the course text (if applicable), and course assignments as a reference.
- Provide access for the SI Leader to communicate with the class through email or on Canvas.

### **EVALUATIONS**

Faculty provide class time to complete the following program evaluations:

- **Class Pre-Evaluation:** The students will complete a Supplemental Instruction Survey to assess a good time for the SI Sessions and how students feel about SI overall. *This survey should be completed on the first day of class.*
- **Class Post-Evaluation:** The students will complete an end of term supplemental instruction survey to assess what they thought about the supplemental instruction sessions. *This survey should be distributed within the last two weeks of the semester.*

### **Other evaluations that will take place include:**

- **SI Session Observation:** The SI supervisor will schedule a SI session visit to observe the SI Leader's activity, facilitation style, and level of student participation.
- **Faculty Evaluation:** The faculty member assesses the SI Leader's personal and professional development within the program, working partnership with the SI Leader, and Supplemental Instruction Program feedback. *Completed within the last month of the semester.*
- Review of SI impact on **student grades and retention.**

## **ABOUT PEER CONNECTIONS**

Supplemental Instruction is part of SJSU's Peer Connections department, which provides campus-wide mentoring and tutoring services. Our staff is here to inspire students to develop their full potential as independent learners while they learn to successfully navigate through their university experience. Students are encouraged to take advantage of our services which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals. More information on hours, locations, services, and the workshop calendar can be found online at <http://peerconnections.sjsu.edu/> or by calling (408) 924-2587.