

**AGREEMENT AMONG COOPERATING FACULTY MEMBERS, SI LEADERS,  
AND SI SUPERVISOR**

**SI Leader:** \_\_\_\_\_  
**Faculty:** \_\_\_\_\_

**Course & Section #:** \_\_\_\_\_  
**Semester:** Fall 2018

**DEFINITION:** Supplemental Instruction (SI) is a learning enhancement program which was developed at the University of Missouri-Kansas City and is disseminated to other institutions of higher education. Through this program, a student who has received a high grade in a targeted course attends SI training and then re-attends the course to model effective student practices and attitudes. The SI tutor schedules and conducts at least three group meetings a week at times convenient to members of the class. During these sessions, the SI tutor will use interactive learning strategies which encourage involvement, comprehension, synthesis, and higher order reasoning skills. In addition, the SI tutor will incorporate demonstrations of effective study techniques and special subject area applications into the sessions.

**COOPERATING FACULTY MEMBER AGREES TO:**

1. Meet with SI Leader once a week to inform him/her of key concepts requiring review in the SI sessions
2. Make periodic announcements about SI sessions, asking all students to participate
3. Avoid suggesting that only those who do poorly will benefit
4. Maintain SI as a recommended, encouraged activity rather than a requirement

**SI LEADER AGREES TO:**

1. Attend all class meetings, take notes, and read assignments
2. Take all tests
3. Demonstrate good note taking, test taking and other study habits and help others develop and use these skills
4. Maintain high standards of professional behavior as detailed in the SI tutor handbook—this includes avoiding personal relationships with students enrolled in SI classes
5. Refrain from discussing the appropriateness of class requirements or grades with students
6. Refrain from sharing class notes with students unless the professor requests this service
7. Use interactive learning strategies and group discussion rather than lecture during SI sessions
8. Discourage attending SI as a substitute for class
9. Prepare handouts, matrices, learning aids, and informal quizzes for SI sessions
10. Provide a feedback loop--if requested by the cooperating faculty member--and share SI materials with faculty before use if possible
11. Continue employment for a minimum of one semester
12. Refrain from grading or any TA responsibilities

**SI SUPERVISOR AGREES TO:**

1. Cooperate with faculty in selecting candidates for SI tutors and place tutors only with the approval of the cooperating faculty member
2. Train all SI tutors according to established guidelines and standards
3. Monitor the activities of SI tutors for as long as necessary by attending class with them, helping them plan sessions, supervising their sessions, and critiquing their performance
4. Provide supplies, in-service experiences, and on-going consultations for SI tutors

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**COOPERATING FACULTY MEMBER**

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**SI LEADER**

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**SI SUPERVISOR**