

## Margaret Floyd

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**From:** John Rightmyer  
**Sent:** Friday, January 09, 2015 5:53 PM  
**To:** Margaret Floyd  
**Cc:** Tiffany Sullivan  
**Subject:** Re: Spring 2015 SI Study Groups for ECO 2023

Sounds great. Thanks.

Sent from my BlackBerry 10 smartphone.

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**From:** Margaret Floyd  
**Sent:** Friday, January 9, 2015 5:06 PM  
**To:** John Rightmyer  
**Cc:** Tiffany Sullivan  
**Subject:** Spring 2015 SI Study Groups for ECO 2023

Greetings Professor Rightmyer,

With your consent, we would like to offer Supplemental Instruction (SI) study sessions to students enrolled in your Introductory Microeconomics course this semester. Samuel DeLeon is available to attend the class meetings and will be connecting with during the first week of classes to get the SI sessions started. Please let me know if you'd like additional information about Samuel.

I also wanted to take this opportunity to send you the following information regarding what you can expect from the SI leader assigned to your class:

- The SI Leader should attend every class.
- The SI Leader should conduct three (3) SI study sessions each week on campus:
  - During the study sessions, SI Leaders structure collaborative learning processes as a way to review information students learned in class.
  - SI Leaders show students appropriate study strategies to improve their academic performance such as outlining, note taking, revising notes, textbook reading, questioning techniques, and/or problem solving.
  - SI Leaders do not re-teach or re-lecture information provided by the instructor, instead they show students how to study effectively for the class.
  - SI Leaders will not go beyond the scope of the course material presented in class or text assignments.
- SI Leaders should contact you by phone or email if they are not going to be in class or if they cancel a SI session.
- The SI Leader should briefly meet with you each week to share SI information and receive guidance. Please know that you have full discretion on the scope, logistics and length of these meetings.
- The SI Leader is expected to support the course learning objectives.

- The SI leader will be available to provide assistance with distributing class materials during class meetings and exam dates. However, SI Leaders should not represent themselves authority figures, grade assignments, give lectures or proctor exams.
- SI Leaders should show respect towards the professor and the students in class at all times.

Please let me know if you have any questions or would like additional information.

Warm regards,  
Maggie Floyd  
Director Supplemental Instruction  
The University of Texas at San Antonio  
Tomás Rivera Center for Student Success  
One UTSA Circle  
San Antonio, TX 78249  
p: (210) 458-7116

## Margaret Floyd

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**From:** Patrick Kelly  
**Sent:** Saturday, January 10, 2015 1:50 PM  
**To:** Margaret Floyd  
**Subject:** Re: Spring 2015 SI Study Groups for HIS 2053

Maggie, Katlin has contacted me. She sounds terrific, like all the wonderful SIs that I've had the pleasure to work with. Thanks as always for the great work your office continues to perform on behalf of UTSA students and teachers.

Best,

Pat

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**From:** Margaret Floyd <Margaret.Floyd@utsa.edu>  
**Date:** Friday, January 9, 2015 at 5:29 PM  
**To:** UTSA <patrick.kelly@utsa.edu>  
**Cc:** "~~katlin.burley@gmail.com~~" <~~katlin.burley@gmail.com~~>  
**Subject:** Spring 2015 SI Study Groups for HIS 2053

Greetings Professor Kelly,

With the start of classes around the corner I wanted to touch base to connect you with the SI leader who is available to support your Texas History course this Spring. Katlin Burley is an outstanding student who comes to the SI program highly recommended by Lesli Hicks. She completed Texas History earning an A+ and has experience tutoring and leading study groups for college level courses. I felt she would be an excellent choice for your students because she achieves high levels of academic success in her own hybrid courses and can share that experience with other students.

I've copied Katlin on this email so that she can arrange to meet with you next week to get started with the SI sessions. If you have any questions or concerns please let me know. You can email or give me a call at (210) 458-7116 or (210) 254-3524.

Warm regards,  
Maggie Floyd  
Director Supplemental Instruction  
The University of Texas at San Antonio  
Tomás Rivera Center for Student Success  
One UTSA Circle  
San Antonio, TX 78249  
p: (210) 458-7116