

Questions Frequently Asked by U-M GSIs

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What if...?	What to Do.../Who to Call...
1. A student wants to turn in an assignment late because the due date falls on a religious holiday of importance to her.	<i>See religious holiday policy on page 185. Preventable: Ask students to inform you of conflicts at beginning of the term.</i>
2. A student comes to your office and starts talking about difficult personal problems he is facing.	<i>Counseling and Psychological Services: 764-8312, caps.umich.edu.</i>
3. A student wants to withdraw from the course two months into the term.	<i>Talk about other alternatives. Suggest they consult with Newnan LSA Academic Advising Center: 764-0332; Engineering: 647-7106; SNRE: 764-6453.</i>
4. A name shows up on your final grade sheet for a student you've never met.	<i>See "Grades at U-M," pp. 166-167.</i>
5. A student gives you a letter certifying that he has a learning disability.	<i>Discuss relevant accommodations with student. Call Services for Students with Disabilities for more info: 763-3000.</i>
6. A student with a broken leg is having a hard time getting to your class on time.	<i>Suggest that the student call Services for Students with Disabilities to arrange temporary transportation services.</i>
7. A student turns in a paper that seems familiar—you think it's plagiarism but you're not sure from where.	<i>Talk with faculty member. See "Academic Integrity in the Classroom," p. 168, and discuss with faculty.</i>
8. You witness two students cheating on an exam.	<i>Interrupt behavior. See #7. Preventable: Arrange seating to deter cheating.</i>
9. You get propositioned from a student, offering favors in exchange for a grade change.	<i>Establish clear boundaries with student. Discuss situation with someone in your department. See #10 if necessary.</i>
10. You feel you are being harassed by a student, a fellow GSI, or a member of the faculty or staff. Or, you see harassment between students.	<i>Office of Institutional Equity, 763-0235.</i>
11. You feel overwhelmed by your own life.	<i>Counseling and Psychological Services: 764-8312, http://caps.umich.edu, or email tdsevig@umich.edu.</i>
12. You disagree with something the faculty member has said in class.	<i>Discuss with faculty member.</i>
13. Grading is taking twice as long as you planned.	<i>Consult with other GSIs and Sweetland Center for Writing (see # 15). Discuss with faculty member. See also pp. 136-138</i>
14. You issue an override—another student has dropped and you now have room—but a third student registers for the class in the meantime.	<i>Discuss with your department. Preventable: Close class before issuing overrides.</i>
15. A student has clear difficulty with the mechanics of writing, more than you can address.	<i>Refer them to the Sweetland Center for Writing, 1310 North Quad, 764-0429.</i>
16. An athlete or a musician requests a change in a due date because of a game/performance.	<i>Discuss with your department, athletic department, School of Music, Theatre and Dance.</i>
17. You realize your students have little or no experience with research libraries and they need these skills for their papers.	<i>Call 764-9373 or see www.lib.umich.edu/ask-librarian.</i>
18. You get to your classroom and the door is locked.	<i>Call security: 763-1131 (you'll need to show you are authorized for this classroom) or call your department.</i>
19. A large number of students turn in a paper late because it is a busy time at the computing center.	<i>Preventable: Be sure students know of various computing resources. Work with drafts, allow papers to be emailed, and make clear at the beginning of the semester your policy on late papers.</i>
20. You need ideas about teaching strategies, writing a teaching philosophy, or designing a syllabus.	<i>See the CRLT Teaching Strategies and Disciplinary Resources site (http://www.crlt.umich.edu/resources/teaching-strategies).</i>