

NTID Support Coordinators AY23-24

Core Expectations of Support Coordinators:

The Support Coordinator is an NTID faculty member who has a breadth of knowledge about NTID as well as the other RIT colleges/programs they are affiliated with. They are available as a resource for both NTID-supported students enrolled in non-NTID courses and majors as well as the academic advisors who are assigned to work with these students. The NTID Support Coordinator is the primary person to assist NTID-supported students in the areas of tutoring support and accessing campus resources that will help them be successful in their program.

For the college they support, the NTID Support Coordinator assigns faculty tutors to courses in which NTID-supported students are enrolled. Each Support Coordinator is responsible for the monitoring and provision of services under their jurisdiction for their NTID-supported students.

The NTID Support Coordinator will receive academic alert and kudos notifications from the Starfish system for the students to whom they are assigned in SIS. They will then notify the appropriate tutor and/or Support Coordinator of students who have been alerted and may be in need of tutoring. The assigned tutor will outreach to the student to offer tutoring and other support that the student may need for the course(s). The NTID Support Coordinator will document in Starfish that the student has been contacted.

Logistics:

Each semester, Support Coordinators will send a list of faculty tutors assigned to the courses in the college they are associated with to the NTID Associate Dean for Curriculum and Special Projects by the end of the second week of classes. These lists will include the first and last names of the tutors and, ideally, their e-mail addresses.

The associate dean will post the lists/spreadsheets to a folder called "Tutors Lists" on the following shared drive: [\\nissrv5\NTIDSR\\$](#). NTID Support Coordinators have access to the shared drive. Any changes to the names of Support Coordinators needs to be communicated to the associate dean by the end of the second week of each semester.

NTID Academic Department – RIT College	Support Coordinator	Contact Info
NTID ICS – RIT GCCIS	Brian Nadworny	banics 60-2344 5-4943
NTID Engineering – RIT CET	David Monahan	djmnet 09-1115 636-0507
NTID Science and Math – RIT COS, CHST	Stacey Davis	stacey.davis 08-A180 5-2032
NTID Liberal Studies – RIT COLA	Pamela Conley	prcnge 06-2242 5-xxxx
NTID Business – RIT SCOB, CET (Hospitality), COLA (Economics)	Kelly Metz Davis	kmmsfs 12-3306 5-5118
NTID VCS – RIT College of Art and Design	Shannon Connell	sdcnai 07A-3447 785-4724 (VP)