



## **Student Forum Special Interest Groups (SIGs) Guidelines**

### **Purpose**

Welcome to the Special Interest Groups (SIGs) within our Student Forum! SIGs provide a dedicated space for members to connect over shared interests, collaborate on projects, and explore specific topics in depth. Here's how SIGs work and what to expect:

Special Interest Groups (SIGs) are designed to support students in three core areas:

#### **I. Find Joy in Learning**

- Utilize the unique resources of Lifespan Education Student Forum—connect with a global network of students, interact and collaborate in a facilitated space, and access the support and resources provided by Lifespan Education.
- Explore, experiment, and learn from mistakes as you pursue your interests.

#### **II. Developing Independence and Self-Direction**

- Take ownership of the group's direction, sharing responsibility with peers for planning activities and ensuring group success.
- Build confidence in organising and managing group initiatives, setting goals, and taking steps to achieve them.

#### **III. Learning Collaborative Skills in Group Settings**

- Engage in a supportive, diverse environment that fosters respectful communication and teamwork.
- Strengthen your ability to work effectively with others, balancing individual contributions with collective goals.

## 1. Request a New SIG

- **Eligibility:** Any Student Forum member can propose a new SIG.
- **Requests:** To request a SIG, share the idea in the Forum’s “Request a SIG” group. Provide relevant information including:
  - **Group Topic and Description:** Describe the interest area or topic of conversation.
  - **Purpose and Goals:** Outline the group’s purpose and goals (e.g., knowledge exchange, skill development, recreation, advocacy).
  - **Interest:** Give the estimated number of Student Forum members interested in this group. All interested members are encouraged to comment on the request to indicate their interest.
- **Approval:** Moderators (Leong and Rose) will review requests and approve them based on community interest, alignment with Lifespan Education’s values, Forum guidelines, and available resources. Once approved, the group will be created and open for any member to join.

## 2. Operating a SIG

- **Guideline Adherence:** All SIGs must follow Lifespan Education’s [Community Guidelines](#), fostering respectful, constructive, and inclusive interactions.
- **Activity and Engagement:** Members are encouraged to actively participate in discussions and activities to keep the group dynamic and engaging. SIGs should aim to maintain consistent activity, ideally with regular posts or check-ins at least once a month.
- **Group Moderation:** Leong and Rose will be members of every SIG. However, it is each group member’s responsibility to ensure smooth operations, as moderators cannot oversee and moderate every conversation at every moment in time.
- **Group management:** Groups may operate as a peer community without leaders. Group members may also voluntarily organise activities or elect leaders among themselves to lead activities. Each SIG is encouraged to self-manage and determine the best approach for the group. Lifespan Education will provide group management support and leadership guidance, mentoring and training as required. Group members may request use of resources such as setting up Zoom meetings for members of the group.

- **Conflict Resolution:** Minor disagreements should be resolved by members in line with the Community Guidelines. For significant issues, such as repeated guideline violations or instances of harassment, students should report to moderators for support and resolution.

### 3. Winding Up a SIG

- **Inactivity:** If a SIG remains inactive for an extended period (e.g., no discussions or activities for two months), moderators may notify the group and initiate a review. Members will be given a chance to revive the group if there is continued interest.
- **Voluntary Closure:** A SIG may close if members decide that the group's purpose has been fulfilled, or the group is no longer useful. Leaders or members can notify moderators to close the group.
- **Moderation:** Moderators may also close a SIG if it no longer aligns with community guidelines or has insufficient engagement.