

Personnel - Review

Name  
 Davis, Garrett  
 Email davisg@email.wcu.edu  
 Phone 8282277398  
 Department Sponsored Research

Principal Investigator  Start Date 16-Jan-2024 End Date Role PI

WCU Status:  
 Staff

UNAFFILIATED PERSONNEL

Use this section to add research personnel who are not affiliated with WCU. Additionally, if a research team member is unaffiliated with WCU and their institution does not have an IRB, please fill out and include the Individual Investigator Agreement. This form may be found [here](#).

PROJECT SUMMARY

Protocol Number 2024-01-16-01 Submission Number 2024-01-16-01-01  
 \*1. Project Title: Biology Student Perception of Field-Based Learning \*Principal Investigator Davis, Garrett  
 \*Submission Type IRB Request for Initial Review of Research Protocol Type

2. Funding Source, if applicable. For internal grants and/or awards please select, Western Carolina University.

\*3. Project Description: provide a concise (3-5 sentences) summary of the purpose and rationale of the activity using lay language.  
 The intent of this project is to assess how undergraduate Biology students perceive the usefulness of field-based learning activities. This will be accomplished by surveying BIO 100 students at the end of the semester, following 2 field-based activities they undertake as part of the course.

\*4. Does data collection involve the use of a survey?  
 Yes  No

\*a. Is the intended population any member of the WCU Community?  
 Yes  No

\*b. Will the sample size be greater than 200?  
 Yes  No

\*5. Does your research **only** involve using an existing data set where no recruitment is necessary?  
 Yes  No

\*6. Is your study an [Applicable Clinical Trial](#)?  
 Yes  No

\*7. Intended use(s) of data collected: *check all that apply*  
 Thesis or Dissertation  
 Grant Proposal  
 Classroom Project  
 Publication  
 Off-Campus Presentation  
 Other

\*8. Will you be accessing health medical records, psychotherapy notes and/or substance abuse records?  
 Yes  No

CONFLICT OF INTEREST/DUAL RELATIONSHIPS

\*1. Are there any known or potential conflicts of interests (financial or other personal considerations that may compromise or potentially appear to compromise an investigator's objectivity, see University Policy [54](#)) between the researchers and the participants or other entities related to this research?  
 Yes  No

participants:  
I am an instructor for BIO 100, so these are my current students. To avoid undue influence, the survey will be fully anonymous, so I will have no way of knowing who has and hasn't participated. Additionally, the survey will be administered at the end of the semester after course grades have been finalized.

**PARTICIPANT POPULATION AND RECRUITMENT**

1. Enrollment Information

\*a. Expected maximum number of participants:

25

\*b. What are the inclusion criteria for the study? (What characteristics of the study population make them eligible to participate?):

- Enrolled in BIO 100 during Spring 2024
- Participated in at least 1 of the field activities during the course

\*c. What are the exclusion criteria for participation in the study? (For example, age or physical restrictions. "Not meeting inclusion criteria" is insufficient.):

- Students not currently taking BIO 100, and those who are enrolled but did not attend either field activity, will be excluded

d. Does the study include any of the following vulnerable populations, either as the target population or incidentally? If the following populations will be excluded from your study, please select "Excluded". Please note, pregnant women may be incidental to a research project if a control does not exist to check for this vulnerability.

**Vulnerable Populations:**

Minors	Excluded
Prisoners	Excluded
Pregnant Women	Incidental
Non-English Speaking	Excluded
Mentally or Decisionally Impaired	Excluded
Educationally or Economically Disadvantaged	Incidental
WCU Students/Employees	Target
Native Americans	Incidental

e. Describe your plans to provide additional protections for any targeted vulnerable populations (ex. for minors, parental permission and child assent will be obtained prior to participation):  
While WCU students are the target population, participation will not affect their grades or class standing, and their responses will be fully anonymous. The consent form will make it clear that participation is voluntary and separate from the requirements of the course itself.

2. Recruitment Procedures

Please submit recruitment materials. (e.g. flyers, emails, scripts). If you are recruiting in person or via phone call, please include the script to be used during recruitment.

\*a. Select all methods that will be used to recruit individuals.

*Method	Other
Name of Document	Canvas Announcement
File Upload	

\*b. Explain the details of the recruitment process (when will recruitment occur, where will recruitment take place, how will recruitment material be distributed, etc):

At the end of the semester, I will post a Canvas announcement providing background on the research and requesting that students participate.

\*c. Does this research study include any compensation, course extra credit, monetary inducements, or reimbursement for participation?

Yes  No

**INFORMED CONSENT/ASSENT**

INFORM

Consent is obtained from adult individuals participating in a study.

Assent is given by minors agreeing to participate in the study. Additionally, parents must give consent allowing their children to participate in research.

[Consent and assent templates may be found here](#)

\*1. Explain how informed consent and assent (if applicable) will be obtained. Include information about: the setting, whether participants will have an opportunity to ask questions, and the roles of any non-research personnel involved: Consent will be collected electronically in Qualtrics. The consent form will be the first page of the Qualtrics survey and participants will have to agree to participate before accessing the survey.

\*Please upload a copy of your informed consent/informed assent materials with your protocol.

Name of Document	Consent Form
File Upload	

\*3. Will any procedures involve the use of deception? Research utilizing deception must qualify for a waiver of consent. Please ensure you checked 'Yes' to Question 2, above. Participants must be debriefed about the deception after participation. Please review the [Guidance on the Use of Deception in Research Projects](#).

Yes  No

3. Documentation of consent

a. Please select all that apply all that apply

- Signed consent will be obtained from participants, legally authorized representatives, and/or parents
- Electronic consent will be obtained from participants via the web or email
- Verbal / implied consent will be obtained using an information sheet or script
- Other

b. Your project must meet ONE of the following criteria. Please select the most applicable to your study:

- The only record linking the participant to the research would be the consent document and the principal risk in the project is potential harm caused by a breach of confidentiality.
- The research presents no more than minimal risk of harm to the subjects and involves no procedures for which written consent is normally required outside of the research context.

**STUDY PROCEDURES**

1. Projected recruitment, data collection, and data analysis dates:  
From: date of IRB approval

\*To:

31-Jan-2025

\*2. List and describe the data that will be collected from participants. Upload a copy of each data collection instrument. If you are using an existing data set, please describe the data points already collected; you are not required to upload the existing data set.

Describe type of Data	Survey on Field Activities
Name of Data Collection Instrument	Survey
File Upload	

\*3. Provide a sequential description of the activities in which participants will engage, including length of participation (if there are multiple sessions include frequency and length of each session), nature of intervention (if applicable), and indicate the timepoints of each data collection type listed above. If you are using an existing data set, please explain how you will be using the data in your research.  
At the end of the semester, I will post an announcement on Canvas for recruitment purposes. The announcement will include an anonymous link to a Qualtrics survey, with the consent form as the first page.

**RISK AND BENEFITS SECTION**

1. Provide a description of the anticipated benefits from this study  
The benefits listed in this section should also be included in the Benefits section of the informed consent.

- Participants of the study may directly benefit. Please note, compensation for participation is not considered to be a benefit.
- Society may benefit from the study:

Explain  
Determining how useful students view field-based activities will allow for better course design in Biology.

2. Give a full description of potential risks to study participants.

The risks listed in this section should also be included in the Risk section of the informed consent. Please also consider whether the disclosure of participants' responses outside the research team would place the subject at risk of criminal or civil liability, or be damaging to the subjects' financial standing, employability, educational advancement or reputation.

Minimal risk: the probability and magnitude of harm or discomfort anticipated in the research are not greater in and of themselves than those ordinarily encountered in daily life or during the performance of routine physical or psychological examination or tests.

- Psychological \* No foreseeable risk
- Social \* No foreseeable risk
- Economic \* No foreseeable risk
- Physical \* No foreseeable risk

PROTECTION OF PARTICIPANT PRIVACY AND CONFIDENTIALITY

1. Confidentiality and Anonymity

a. Will the data from your study be:

- Confidential (The researcher can directly or indirectly match the data to the participant but participant identity is not disclosed.)
- Anonymous (Not even the researcher can match the data to the participant.)
- Neither (The researcher can match the data to the participant and participant identity will be disclosed.)

d. Describe any potential ethical or legal circumstances when it would be necessary to break confidentiality? For example, there are federal and state mandatory reporting laws for child and elder abuse. Any circumstances described here must also be included on the consent form. There are no circumstances where this would be applicable.

- \* e. Do the data to be collected relate to illegal activities?  Yes  No

2. Data Protection and Safeguards

\* a. How will data be monitored to ensure the safety of subjects (For example, use of a Data and Safety Monitoring Board, having a data monitoring plan, or designating individuals on the research team to monitor the data for integrity and validity)?

I will monitor the data for validity. All data are fully anonymous, so there is no risk to participants. I will turn off IP tracking in Qualtrics. Data will be kept on a password-protected computer in my locked office.

b. Describe measures you are taking to store and safeguard study data. Please list the full physical address where data will be maintained, if applicable. For example, if data is being stored on campus please give sufficient detail as to where: WCU Camp Building Office 110J. Alternatively, if data is being stored off campus please provide the street address with sufficient detail.

- Data not linked to identifying information
- Maintain consent forms in a separate location from data.
- Using subject codes on all data collected and maintaining the key linking subject codes with identifiable information in a separate location from data.
- Locking cabinets/doors
- Data kept in area with limited public access

List locations: Camp 110

- Password protected computers

List locations: Camp 110

- Encryption
- iPads, tablets, digital storage devices and removable media will be kept in a secure location
- Other

- \* c. Do you plan to keep the data for more than three years? Study records must be stored by the PI for a minimum of three years after a study has been closed such that they are accessible for inspection by the IRB, federal, and state agencies.  Yes  No

d. Data Sharing:

- \* Will identifiable data be shared outside of the research team? No, only anonymous or de-identified data will be shared

Submit copies of data use agreements if applicable. All data use agreements between WCU and external agencies should be reviewed by WCU Legal Counsel prior to signing.



View PDF

Lock Form

Submit

See the bottom to upload any additional documents. Please name the document accordingly.

Upload [Department Head Acknowledgement](#) 18-Jan-2024 09:42:04 AM

\*I certify that, to the best of my knowledge, the information provided on this form is true and accurate. By submitting  this request, the Principal Investigator accepts responsibility for ensuring that all members of the research team follow the study procedures as described in the IRB approved application, comply with all IRB communication, and uphold the rights and welfare of all study participants.

#### EXTERNAL SITES

\*Are you recruiting participants, collecting data or obtaining records at any off-campus location?  
 Yes  No

#### FOR RESEARCH INVOLVING QUALTRICS SURVEYS

I understand that approval of the use of WCU's online survey software (Qualtrics) is limited to the survey(s) specifically described in this IRB proposal. Any further use of Qualtrics for research purposes will require me to submit and receive approval for an amendment to this proposal or a new IRB proposal before I can proceed. Use of Qualtrics is governed by WCU Policies on Conducting Surveys (Policy [51](#)) and Ethics in Research (Policy [56](#)), and to [IRB policies](#). This checkbox indicates adherence to these policies.



#### CERTIFICATION

\***By submitting this request, the Principal Investigator accepts responsibility for ensuring that all members of the research team follow the study procedures as described in the IRB approved application, comply with all IRB communication, and uphold the rights and welfare of all study participants.**



When your application is complete, click 'Lock Form' in the top right corner. Then click the 'Submit' button to submit your application to the Research Compliance office.