

INFORMED CONSENT DOCUMENT

Title of Study: College of Veterinary Medicine Diversity Climate Survey

Investigators:

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This form describes the research project. It has information to help you decide whether or not you wish to participate. Research studies include only people who choose to take part—your participation is completely voluntary. Please discuss any questions you have about the study or about this form with the project staff before deciding to participate.

Introduction

Iowa State University values diversity. The ISU Strategic Plan states that “the goals of ISU include recruiting, supporting, retaining and graduating a diverse group of outstanding students, faculty and staff (2010-2015 Strategic plan)”. The purpose of this study is to determine the diversity climate at the College of Veterinary Medicine. Diversity is broadly defined to include race, ethnicity, gender, age, sexual orientation, class, physical and mental ability, family composition, social economic status, and spiritual practice which all relate to individual differences among individuals in our ISU community.

You are being invited to participate in this study because you are identified as a current member of the CVM student body, faculty or staff.

Description of Procedures

If you agree to participate, you will be asked to:

- fill out an online survey instrument on SurveyMonkey. In addition to demographic questions the survey will use rating and questions about weaknesses, strengths, and needs of individuals within the CVM community with respect to diversity climate and issues. Results of this survey will be used to develop result-driven training materials and to conduct result-driven workshops for faculty and staff.
- Your participation will last for approximately 15-20 minutes.

Risks or Discomforts

The survey includes questions of a sensitive nature pertaining to various diversity-related issues. You may find some of these questions difficult to answer or experience some emotional discomfort. Should this occur, please be aware that you can skip questions and/or exit the survey at any time. If completing the survey raises personal concerns for you that you wish to discuss

with others, please be aware that there are support or counseling resources available through ISU Student Counseling Services or ISU's EAP (Employee Assistance Program).

Benefits

If you decide to participate in this study you will have the opportunity to contribute to program improvement of diversity climate at CVM. It is hoped that the information gained in this study will benefit the CVM community by leading to result-driven training for faculty and staff to insure that all individuals' differences are affirmed and that everyone at CVM is inspired to reach full potential in the classroom and the workplace. This is important because ISU believes in inclusive classrooms and inclusive workforce.

Costs and Compensation

You will not incur any costs from participating in this study. You will not be compensated for participating in this study.

Participant Rights

Participating in this study is completely voluntary. You may choose not to take part in the study or to stop participating at any time, for any reason, without penalty or negative consequences.

If you have any questions *about the rights of research subjects or research-related injury*, please contact the IRB Administrator, (515) 294-4566, IRB@iastate.edu, or Director, (515) 294-3115, Office for Responsible Research, Iowa State University, Ames, Iowa 50011.

Confidentiality

Records identifying participants will be kept confidential to the extent permitted by applicable laws and regulations and will not be made publicly available. However, federal government regulatory agencies, auditing departments of Iowa State University, and the Institutional Review Board (a committee that reviews and approves human subject research studies) may inspect and/or copy study records for quality assurance and data analysis. These records may contain private information.

To ensure confidentiality to the extent permitted by law, the following measures will be taken:

- All individual responses will be kept confidential. Participants who choose to complete the survey instrument can do so in privacy. All potentially identifiable data will be kept confidential. In addition, to add another level of confidentiality, all filled in survey instruments will be received by our external collaborator at American Association of Veterinary Medical Colleges in Washington DC.

- All data files will be pass code protected and all original files will be housed on the AAVMC servers for a period of at least seven years. Only the researchers will have access to the master data file.

•If you are not comfortable with the level of confidentiality provided by the Internet, please feel free to print out a copy of the research survey, fill it out by hand, and mail it to the researcher at the address given below; please do not include a return address on the envelope.

You may download the survey here: <http://tinyurl.com/ISUPaperVersion>.

Please mail it to:

ISU College of Veterinary Medicine Diversity Climate Survey
C/o Lisa Greenhill
1101 Vermont Avenue, NW; Suite 301
Washington, DC 20005

- If results are published, participants' identity will remain confidential.

Questions

You are encouraged to ask questions at any time during this study. For further information *about the study*, contact Wilson Rumbelha at 515-294-0630 or by email at rumbelha@iastate.edu, Catherine Logue at 515-294-3785 or cmlogue@iastate.edu or Lisa Greenhill at lgreenhill@aavmc.org or 202-371-9195 x147 with questions and concerns regarding the research survey.

Consent and Authorization Provisions

Your signature indicates that you voluntarily agree to participate in this study, that the study has been explained to you, that you have been given the time to read the document, and that your questions have been satisfactorily answered.

You may download a copy of the written informed consent prior to your participation in the study by visiting: <http://tinyurl.com/ISUClimateInformedConsent>