



# Institutional Review Board (IRB) Application for Approval of Human Participant Research

Please select the type of review you are requesting:

- Exempt (minimal risk)       Expedited (moderate risk)       Full Review (high risk)

*For a description of each category, please refer to the IRB Standard Operating Procedures (SOP). Protocols for expedited review must be submitted thirty (30) days and protocols for full review must be submitted (60) days before the end of the Spring and/or Fall semester (no IRB review occurs during the summer). The Principal Investigator must be available to discuss the protocol and/or consent forms at the discretion of the IRB.*

A complete application packet should include all of the following and be submitted to [ivcresearch@ivc.edu](mailto:ivcresearch@ivc.edu):

- 1. Application for Approval of Human Participant Research (this form)
- 2. Bio-sketch of Principal Investigator
- 3. Local Sponsor Form (if applicable)
- 4. IRB Approval from External College/University (if applicable)
- 5. Participant Recruitment Documents (Letter, Email, Flyer, or any other)
- 6. Participant Informed Consent Form(s)
- 7. Research Instruments (surveys, questionnaires, interview protocol, etc.)
- 8. Evidence of Completion of Collaborative Institutional Training Initiative (CITI) for the following courses (instructions can be found [here](#). Select or add Irvine Valley College under Institutional Affiliation):
  - i. Complete the appropriate (related to study area) Human Subject Research CITI Course
  - ii. Complete the appropriate (related to study area) Information Privacy and Security CITI Course
  - iii. Complete the appropriate (related to study area) Responsible Conduct of Research CITI Course

## Part I: Principal Investigator (PI) Information

PI's Name: Jerry Rudmann

Email Address: [jrudmann@ivc.edu](mailto:jrudmann@ivc.edu)

Mailing Address: 6025 E. Camino Correr, Anaheim, CA 92807

Title of Research Project: Psi Beta National Research Project 2019-20

For IRB internal purposes.		IRB #:	
IRB Chair:	LORIS FRAGIOLU	Date Received:	9/17/19
Review Type:	<input checked="" type="checkbox"/> Exempt (minimal risk) <input type="checkbox"/> Expedited (moderate risk) <input type="checkbox"/> Full Review (high risk)	Action taken:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved subject to restrictions <input type="checkbox"/> Tabled <input type="checkbox"/> Disapproved

Date Approved:	9/20/19	IRB Expiration Date:	until completion of study
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**Please select the objective for you study:**

- Irvine Valley College Student Project
- Master's Thesis
- Dissertation
- Grant Requirement
- Other (please specify): This is a Psi Beta project in which our Psi Beta chapter's students will be involved. They'll help recruit participants, conduct analyses of the data, and possibly present posters on the findings.

**If conducting a student project, thesis or dissertation, please complete the following:**

Name of Advisor: Jerry Rudmann

College/University: Irvine Valley

Department/Course: Psychology / Psychology 15

Research Start Date: September 1 2019

Research End Date: December 30, 2019

**External submissions (PI is not an Irvine Valley College employee or student) require a local sponsor. Please fill out the following information and attach the completed Local Sponsor Form.**

Local Sponsor Name:

Title: Department:

Email: Phone

**Part II: Purpose and Methodology**

1. Please describe the purpose of the study.

The study's primary focus will be aspects of interpersonal communication.

Interpersonal communication competence is important for interacting with others at social gatherings and business networking events, and is the first step in making acquaintances and forming friendships. Employers expect college graduates, especially those holding a bachelor's degree in psychology, to interact well with others in a variety of settings. APA's *Guidelines 2.0* mention the ability to interact effectively with others (Outcome 4.3). Moreover, the APA's *Skillful Psychology Student* includes employers' expectation that psychology graduates will have strong active listening and conversational abilities in both informal and professional environments. Interpersonal communication consists of a set of smaller skills, some of which are being measured in this study: initiation, self-disclosure, empathy, social relaxation, alter-centrism, and interaction management, and conversational self-efficacy.

Aside from interpersonal communication, the study also includes measures of four employable skills: communication (writing, speaking, reading, listening), analytic inquiry (research, information literacy), collaboration (working in groups, leadership), and professional development (self-management, technology).

The primary purpose for the Psychology 15 students involved in this study will be to compare participants' responses to several published interpersonal communication scales to an interpersonal communication scale developed by P15 students in the fall of 2018. This will enable the P15 students to perform concurrent validity research on our home-grown interpersonal communication scale which is included in the research questionnaire.

The procedure will be as follows:

1. P15 students will contact IVC psychology instructors to recruit participants for the study.
2. Volunteer participants will be provided a link to an online questionnaire that includes a) a brief overview of the study, b) an informed consent form, c) the questionnaire (created using Google Forms) having all the measures to be included in this study, and then ends with d) a debriefing message.
3. Data gathering will take place between September 1 and December 30, 2019.
4. The PI will download the data file in the first week of January, 2020, cleanse the data, and save the data file in SPSS and Excel format. Under the guidance of Kari Tucker-McCorkhill and Jerry Rudmann, P15 students will analyze the data to determine the extent to which concurrent validity exists.
5. The P15 students will consider presenting their findings in a research poster at HTCC and WPA during the spring term.

NOTE: A PDF copy of the online research questionnaire is attached, as are copies of scripts that will be used to recruit participants, obtain informed consent, and debrief the participants.

2. Describe the methodology of the study. Please be specific and include

1. the anticipated sample size
2. the age of the targeted group
3. if a specific ethnic group, institutionalized or protected group will be targeted
4. if deception will be used
5. if audio- or videotapes will be used in the study
6. how you will get consent
7. if you are waiving informed consent
8. attach copies of grant applications (if applicable)

1. Anticipated sample size – In order to gather large enough sample size, we will seek a minimum of 100 participants. Other campuses will work through their IRB process. For the campuses that attain IRB approval, we'll have the option of combining their data with data from IVC participants which will result in a large sample size.
2. The age of the targeted group – The study will recruit community college students who are 18 or over.
3. Will a specific ethnic group, institutionalized or protected group will be targeted – No group will be targeted for participation, but the participants will be asked to report their gender and ethnic group.
4. Will deception will be used? – No.
5. Will audio- or videotapes will be used in the study? – No.
6. How you will get consent? – The opening section of the online questionnaire includes an informed consent statement and an item in which participants can express their consent to participate.
7. Are you waiving informed consent? – We are not waiving it.
8. Attach copies of grant applications (if applicable) – This is not a grant.

3. Please check all the populations you wish to study at Irvine Valley College:

- Administrators     Faculty     Staff     Students     Other:

4. Do you wish to waive informed consent for your participants?                       Yes                       No

If **yes**, describe why you are waiving consent:

If **no**, please check that the consent form includes elements 1-8 as required by federal law (CFR 46.116) and check elements 9-13 if applicable:

- 1. A statement that the study involves research, an explanation of the purposes of the research and the expected duration of the subject's participation, a description of the procedures to be followed, and identification of any procedures which are experimental
- 2. A description of any reasonably foreseeable risks or discomforts to the participant
- 3. A description of any benefits to the subject or to others which may reasonably be expected from the research
- 4. A disclosure of appropriate alternative procedures or courses of treatment, if any, that might be advantageous to the subject
- 5. A statement describing the extent, if any, to which confidentiality of records identifying the subject will be maintained
- 6. For research involving more than minimal risk, an explanation as to whether any compensation and an explanation as to whether any medical treatments are available if injury occurs and, if so, what they consist of, or where further information may be obtained
- 7. An explanation to contact Loris Fagioli, Director, Office of Research, Planning and Accreditation, at 949-451-5513 for answers to pertinent questions about the research and research participants' rights, and in the event of a research-related injury to the subject
- 8. A statement that participation is voluntary, refusal to participate will involve no penalty or loss of benefits to which the subject is otherwise entitled, and the subject may discontinue participation at any time without penalty or loss of benefits to which the participant is otherwise entitled

When appropriate, one or more of the following elements of information shall be included in the consent form:

- 9. A statement that the particular treatment or procedure may involve risks to the subject (or to the embryo or fetus, if the subject is or may become pregnant) which are currently unforeseeable
- 10. Anticipated circumstances under which the subject's participation may be terminated by the investigator without regard to the subject's consent
- 11. Any additional costs to the subject that may result from participation in the research;
- 12. The consequences of a subject's decision to withdraw from the research and procedures for orderly termination of participation by the subject
- 13. A statement that significant new findings developed during the course of the research which may relate to the subject's willingness to continue participation will be provided to the subject
- 14. The approximate number of participants involved in the study.

**Part III. Confidentiality and Minimizing Risk**

5. Please describe how you will address confidentiality issues. Specifically, indicate how you will protect the privacy of participants, store and safeguard data, and the actions you will take if confidentiality is broken by law.

The questionnaire will not request participants' names, student IDs, or any contact information such as mobile phone numbers or email addresses. Participants will be asked to report the name of their college and the following demographic information: age, gender, ethnic group, and college units completed. It is possible that student researchers, through a process of elimination, could identify an individual participant and then have access to that participant's responses. However, the measures used in the study are not of a sensitive nature. The scales used in the online questionnaire ask participants to self-report the extent to which they are prepared for job entry at this point in their academic pathway.

6. If there are any potential risks, describe precautions you will take to minimize any risk to participants.

No potential risks are foreseen.

**Part IV. Benefits of the Study**

7. Please describe the potential benefits of this study.

Benefits include the following:

1. Psi Beta psychology students will have the opportunity to engage in faculty mentored research and use the data from the study to present posters at a professional conference. Participating in research and presenting at a conference are valuable forms of educational enrichment and professional development.
2. The participants will have the opportunity to engage in a psychological study. The debriefing message will direct them to an online source in which they can acquire additional information on workplace readiness, and will suggest popular books from which they can strengthen their interpersonal communication skills.
3. The P15 student researchers will be able to use the data to establish concurrent validity of the locally developed interpersonal communication scale.

**Part V. Acknowledgement of Interim Reporting and/or Continuing Review Requirements**

After initial review and approval, the IRB chair has the authority to determine which studies need verification from sources, other than the investigators, that no material changes have occurred since previous IRB review. Sponsor agency generated modifications (or addenda) require review and approval by the IRB or Screening Committee, as appropriate. The investigator is expected to provide all sponsor documentation and summarize how the changes affect the approved protocol, recruitment, enrollment, treatment and follow-up of participants. Progress reports that include reports of protocol violations and/or deviations and any other instances of investigator non-compliance may be requested by the IRB as needed.

**Part VI. PI Assurance and Signature**

As the PI, I attest that all of the information on this form is accurate, and that every effort has been made to provide the reviewers with complete information related to the nature and procedures to be followed in the research project. Additional forms will be immediately filed with the IRB to report any change in subject(s), selection process, change of PI, adverse incidents, and final completion date of project. I also attest to abide by all government regulations that apply to this study. Upon completing the research study, I agree to submit a copy to the Irvine Valley College IRB along with the required study Closure Form.

PI Name	Signature	Date
Jerry Rudmann	<i>Jerry Rudmann</i>	7/28/2019
Co-PI Name (if applicable)	Signature	Date
Faculty Advisor Name (if applicable)	Signature	Date