

**Examining Virtual Experiences that Promote Community Partnerships**

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Project 4: Pilot Field Study with IRB

Dr. Carnahan

December 7, 2020

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## Project Proposal

### Synopsis

In response to the 2020 global pandemic, the Center for Disease Control, (CDC) recommend schools engage in virtual-only activities and events as a proactive approach to minimize the risk of exposure to students, teachers and faculty to the Coronavirus . Within schools, the CDC guidelines suggest that outside visitors be limited and/or stopped, and communal functions such as assemblies and trips take on a virtual platform. With these recommendations in place, the researcher would like to examine how schools have utilized technology to establish community partnerships, if at all. The researcher would like to gain a better understanding of the technological practices being integrated within schools' instructional design models that establish, maintain, and promote community partnerships. The researcher is interested in measuring the impact all these adaptations have on student engagement and academic achievement.

Renowned educational reformist, John Dewey highlighted community as a fundamental and integral part in education. With many schools implementing a completely virtual platform or adopting a hybrid-model, the weight of importance regarding community involvement is in jeopardy. Schools are challenged with using virtual platforms to bring the surrounding community and partnerships into their e-learning classroom. The researcher is interested in gaining a better perspective on the innovative applications schools are using to transition their communal events onto an online platform and measuring the impact of this conversion on student achievement and engagement.

The global pandemic has caused limitations and regulations on the amount of interactions students have within their community. Therefore, schools are in need of providing their students with virtual interactions and support from the community. Sanders, M. (2003) identifies community partnerships as a revolving factor in education reform, which includes community-

centered environments, partnerships with businesses, universities, service-learning companies, and school-linked integration. Successful schools have a solid sense of community within their schools that are collaborative, communitive, and inclusive (Crowson & Boyd, 1993; Merz & Furman, 1997; Sanders & Harvey, 2002). Studies show that partnerships with outside sources provide support and resources that are essential to a successful learning environment.

Figure 1: The Four Learning Environments



Note: The figure above depicts the Four Learning Environments according to Brown, A. & Green, T. (2020). Community within learning environments is emphasized, relevant and at the core of education reform.

The 5<sup>th</sup> Principle of Computer-Supported Collaborative Learning (CSCL) stress the relevance of social presence during e-learning. “Online environments – especially asynchronous environments – require extra attention by the instructor or team leader to establish social presence” (Clark, R. & Mayer, R., 2016). With the weight of relevance community partnerships have within the educational setting, the researcher will study the strategic plans that schools considered when transitioning community outreach activities onto an online platform. In this study, gauging how technology is used to maintain community interaction within e-learning will be examined and shared.

## Methodology

The researcher will utilize a survey to conduct a mixed method research to examine how technology is being used to promote community partnerships. The survey tool that will be used for this investigation will have a combination of qualitative and quantitative inquiries. Having a combination of both types of questions will provide the examiner the opportunity to gain a better perspective on how schools are maintaining community partnerships on a virtual platform. The study will also examine how technology is being integrated into school's instructional design to promote communal partnerships on a virtual platform. The researcher can share findings of the relationships between virtual activities and events, and the connection this variable has on student achievement and engagement. The researcher can also share innovative ways technology is being used to promote communal relations.

## Research Questions

R1: In what ways are schools using technology to create virtual activities and/or events that promote community partnerships?

R2: How are virtual community affiliations impacting student achievement?

R3: How are the decisions about the role community interactions have within virtual instructional design practices, related to student engagement?

## Sampling Overview

For this study, the participants will be school leaders who play an active role in integrating communal aspects within their school's instructional design. Participants will consist of adults that are classroom teachers, administrators, and/or parent-volunteers within a school district. To achieve this, a list of school superintendents will be used as the initial contact to obtain information for various school districts. Superintendents will obtain a letter via email, describing the goal of the study and be asked to forward the survey to any school leader/s within

their district who can provide insight pertinent to the study. Since every school district is unique, superintendents will be able to disseminate the survey accordingly. The researcher's intentionality provides a layer of precaution to obtain credible feedback from reliable sources within each district. Qualtrics will be used to collect survey responses and store data for further analysis; district names will be used as a main variable to filter data collection. The researcher will also give survey participants the option to share their contact information if they would like to speak with the researcher to share further insight pertinent to the study.

Having a combination of questions will provide the examiner the opportunity to gain a better perspective on how schools are promoting community partnerships. The study will also examine how virtual platforms are being used and incorporated into schools' instructional design to target engagement and academic gain. The researcher can share findings of the relationships between virtual activities and events that promote community partnerships, and the connection these decisions have to student achievement and engagement. The researcher can also share innovative ways technology is being used to promote partnerships within the community at the end of this study.

The researcher would like to ask a combination of convergent and sequential design questions to access information relevant to the study. Gaining a perspective of how schools are implementing activities that promote community partnerships during the pandemic, and analyzing the adjustments made to align to CDC's recommendation of utilizing a virtual platform is important research to investigate. The researcher will ask which activities were converted onto an online platform and seek clarity on why other activities were not. This study will provide insight on the impact the decisions revolving around technology integration have on student achievement and engagement. The researcher would like to share innovative practices that have displayed the greatest impact on student achievement and/or engagement.

## References

- Brown, A. & Green, T. (2020). *The essentials of Instructional Design*. Routledge
- Clark, R. & Mayer, R. (2016). *E-learning and the Science of Instruction*. Wiley: New Jersey.
- Crowson, R. L., & Boyd, W. (1993). Coordinated services for children: Designing arks for storms and seas unknown. *American Journal of Education*, 101, 140-179.
- Sanders, M. (2003). *Community involvement in schools from concept to practice*. Johns Hopkins University: *Education and Urban Society*, vol. 35, 2: pp. 161-180. , First Published Feb 1, 2003.

## Appendices

### Instruments

The primary instrument used for this study is a survey research, which will be accessible on NJCU's Qualtrics platform. To launch this study, the researcher will send an explanatory letter to school superintendents via email. In this section, you will find a copy of the initial letter that will be sent out to schools, as well as the questions that will be on the survey.

#### Electronic Letter to Superintendent of District

To: Superintendent of District  
From: Mrs. Aileen Matias-Castro  
Re: Permission to Conduct Study

Dear Superintendent of District:

I am a doctoral student in the Educational Technology Department at New Jersey City University. I am interested in conducting a research project under the supervision of my professor, Dr. Carnahan. I would like to examine how virtual platforms are being used to promote community relationships, and how these decisions are impacting student achievement and engagement.

As you know, in response to the current pandemic, the CDC recommends schools to limit the number of outside guests and visitors within school buildings. The CDC's recommendation to limit exposure to the Coronavirus is to host virtual activities. As a result, the researcher would like to analyze this conversion, and the impact it has had on student engagement and academic gain, specifically on your district's effort to create or maintain community partnerships.

I am respectfully requesting that you forward the link below to the lead person responsible in orchestrating community activities within your district, or an alternate staff member that has knowledge of the community partnerships that exist within your school/s. If there are multiple staff members that you feel can provide insight on the community partnerships within your district, feel free to include them in this study by forwarding them the link below.

[https://njcu.co1.qualtrics.com/jfe/form/SV\\_aUZMRWbMSmAmt0N](https://njcu.co1.qualtrics.com/jfe/form/SV_aUZMRWbMSmAmt0N)

If you have any questions or concerns please contact me at 555-555-5555, or via email at [ac@email.com](mailto:ac@email.com) You may also contact Dr. Carnahan at 201-200-2547, or via email at [CCarnahan@njcu.edu](mailto:CCarnahan@njcu.edu).

Sincerely,

Aileen Matias-Castro

## Instrument

## Survey to School Leader

The following questions will be asked in the survey:

1. Are you 18 years of age or older?
  - a. Yes
  - b. No
2. What school district are you affiliated with? \_\_\_\_\_
3. Please identify your leadership role within your district:
  - a. Superintendent
  - b. Community Liaison/Outreach Personnel
  - c. Parent Volunteer
  - d. Teacher-Leader
  - e. Other: \_\_\_\_\_
4. Community partnerships can include, but are not limited to, partnerships with colleges and universities, businesses, and community services. Before the pandemic, how would you rate your school's involvement with community partnerships?
  - a. No Involvement
  - b. Minimal Involvement (1-2 affiliations)
  - c. Involved (3-5 affiliations)
  - d. Very Involved (5 or more)
5. Presently, during the pandemic, rate your school's involvement with community partnerships?
  - a. No Involvement
  - b. Minimal Involvement (1-2 affiliations)
  - c. Involved (3-5 affiliations)
  - d. Very Involved (5 or more)
6. Optional: Please use the space below to elaborate more on the response provided for Question 5.
7. How is your school using technology to create virtual activities and/or events that promote community partnerships?
8. Are the number of present community affiliations taking place in your school having an impact on student achievement and/or achievement?
  - a. Yes
  - b. No
9. Please use this space to provide an explanation for your response to Question 8.

10. If you are available and willing to speak to the researcher about any of the questions asked in the survey, please provide your name and best method of contact.

The link below will allow you to access survey online on Qualtrics:

[https://njcu.co1.qualtrics.com/jfe/form/SV\\_aUZMRWbMSmAmt0N](https://njcu.co1.qualtrics.com/jfe/form/SV_aUZMRWbMSmAmt0N)

## IRB Application and Forms

**NEW JERSEY CITY UNIVERSITY  
INSTITUTIONAL REVIEW BOARD**

File # \_\_\_\_\_

**APPLICATION FOR REVIEW OF RESEARCH**

1. TYPE OF APPROVAL REVIEW REQUESTED (CHECK ONE):

FULL REVIEW     EXPEDITED     EXEMPT REVIEW

2. PRINCIPAL INVESTIGATOR: Aileen Matias-Castro

DEPARTMENT: Educational Technology Field Research

PHONE: 555-555-5555

TITLE OF RESEARCH: Examining Virtual Experiences that Promote Community Partnership

3. PURPOSE OF RESEARCH (INDEPENDENT PROJECT, MASTER'S THESIS, AND COURSE WHICH INCLUDES COURSE TITLE, SEMESTER AND INSTRUCTOR'S NAME.) ETC.

Educational Technology Field Study Research  
EDTC 809: Assessment and Evaluation  
Fall 2020  
Dr. Carnahan

4. IF YOU ARE A STUDENT RESEARCHER PLEASE PROVIDE THE FOLLOWING:

MAILINGADDRESS: 555 Lane

CITY/STATE/ZIP: Somewhere, NJ 00000

TELEPHONE: 555-555-5555 EMAIL: ac@email.com

FACULTY SPONSOR NAME: Dr. Carnahan, Ed.D

DEPARTMENT OF SPONSORING FACULTY: Educational Technology

PHONE: 201-200-2547 EMAIL: CCarnahan@njcu.edu

FACULTY SPONSOR SIGNATURE:

DATE: \_\_\_\_\_

5. HAS THIS RESEARCH PROJECT BEEN CONSIDERED PREVIOUSLY BY THE IRB?

YES  NO

IF YES, GIVE LAST APPROVAL DATE:

## 6. SOURCE OF FUNDING (IF APPLICABLE):

UNIVERSITY GRANTS: PLEASE INDICATE WHICH GRANT PROGRAM: (FOUNDATION, SBR)  
\_\_\_\_\_

EXTRAMURAL FUNDS: PLEASE INDICATE AGENCY NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_

AWARD NUMBER: \_\_\_\_\_ DATE : \_\_\_\_\_

7. ARE YOU WORKING WITH A RESEARCHER FROM ANOTHER INSTITUTION? IF SO, BE AWARE THAT YOUR CO-INVESTIGATOR MUST ALSO SUBMIT YOUR JOINT PROPOSAL TO THE IRB AT THE INSTITUTION THAT EMPLOYEES HIM/HER.  
 YES  NO

## 8. WHAT IS THE OBJECTIVE OF THE RESEARCH?

The researcher will utilize a survey to conduct a mixed method research to examine how technology is being used to promote community partnerships. The survey tool that will be used for this investigation will have a combination of qualitative and quantitative inquiries. Having a combination of both types of questions will provide the examiner the opportunity to gain a better perspective on how schools are maintaining community partnerships on a virtual platform. The study will also examine how technology is being integrated into school's instructional design to promote communal partnerships on a virtual platform. The researcher can share findings of the relationships between virtual activities and events, and the connection this variable has on student achievement and engagement. The researcher can also share innovative ways technology is being used to promote communal relations.

## 9. DOES YOUR RESEARCH INVOLVE ANY OF THE FOLLOWING (CHECK ALL THAT APPLY)?

- MINORS  
 PRISONERS  
 PREGNANT WOMEN  
 USE OF THE INVESTIGATORS' CURRENT STUDENTS AS SUBJECTS  
 DRUGS OR OTHER CONTROLLED SUBSTANCES  
 PSYCHOLOGICAL OR PHYSIOLOGICAL STRESS ABOVE THE LEVEL OF NORMAL EVERYDAY ACTIVITIES  
 MISLEADING OR DECEIVING SUBJECTS ABOUT ANY ASPECT OR PURPOSE OF THE RESEARCH  
 COLLECTION OF INFORMATION WHICH DEALS WITH SENSITIVE ASPECTS OF THE PARTICIPANTS' BEHAVIOR (ILLEGAL ACTIVITY, DRUG OR ALCOHOL USE, SEXUAL BEHAVIOR, ETC.)  
 COLLECTION OF INFORMATION WHICH WOULD PLACE SUBJECTS AT RISK OF CRIMINAL OR CIVIL LIABILITY IF IT BECAME KNOWN  
 COLLECTION OF INFORMATION WHICH COULD AFFECT SUBJECTS' FINANCIAL STANDING, EMPLOYABILITY, OR REPUTATION  
 EXAMINATION OF EXISTING DATA, RECORDS, DOCUMENTS, OR SPECIMENS THAT ARE NOT PART OF THE PUBLIC RECORD  
 CHILDREN INVOLVED IN YOUR RESEARCH WITHOUT SENSITIVE INFORMATION ABOUT THEMSELVES OR THEIR FAMILIES.  
 COLLECTING OR STUDYING EXISTING DATA, DOCUMENTS, RECORDS, PATHOLOGICAL SPECIMENS OR DIAGNOSTIC SPECIMENS WHICH ARE PUBLICLY AVAILABLE AND FROM WHICH PARTICIPANTS CANNOT BE IDENTIFIED BY ANYONE OTHER THAN THE INVESTIGATOR(S).

**IF ANY OF THE ABOVE ITEMS ARE CHECKED  
YOUR PROPOSAL DOES NOT QUALIFY FOR AN EXEMPT REVIEW**

10. DESCRIBE THE DESIGN OF THE RESEARCH INCLUDING WHAT WILL BE REQUIRED OF SUBJECTS (ATTACH ADDITIONAL SHEET IF NECESSARY):

For this study, the participants will be school leaders who play an active role in integrating communal aspects within their school's instructional design. Participants will consist of adults that are classroom teachers, administrators, and/or parent-volunteers within a school district. To achieve this, a list of school superintendents will be used as the initial contact to obtain information for various school districts. Superintendents will obtain a letter via email, describing the goal of the study and be asked to forward the survey to any school leader/s within their district who can provide insight pertinent to the study. Since every school district is unique, superintendents will be able to disseminate the survey accordingly. The researcher's intentionality provides a layer of precaution to obtain credible feedback from reliable

sources within each district. Qualtrics will be used to collect survey responses and store data for further analysis; district names will be used as a main variable to filter data collection. The researcher will also give survey participants the option to share their contact information if they would like to speak with the researcher to share further insight pertinent to the study.

11. UNDER WHICH OF THE FOLLOWING CATEGORIES ARE YOU APPLYING FOR EXEMPTION?

- 1. RESEARCH CONDUCTED IN ESTABLISHED OR COMMONLY ACCEPTED EDUCATIONAL SETTINGS, INVOLVING NORMAL EDUCATIONAL PRACTICES, SUCH AS (I) RESEARCH ON REGULAR AND SPECIAL EDUCATION INSTRUCTIONAL STRATEGIES, OR (II) RESEARCH ON THE EFFECTIVENESS OF THE COMPARISON AMONG INSTRUCTIONAL TECHNIQUES, CURRICULA, OR CLASSROOM MANAGEMENT METHODS.
- 2. RESEARCH INVOLVING THE USE OF SOCIAL SCIENCE OR EDUCATIONAL TESTS (COGNITIVE, DIAGNOSTIC, APTITUDE, ACHIEVEMENT), SURVEY PROCEDURES, INTERVIEW PROCEDURES, OR OBSERVATION OF PUBLIC BEHAVIOR UNLESS (I) INFORMATION IS OBTAINED IN SUCH A WAY AS THAT THE PARTICIPANTS CAN BE IDENTIFIED DIRECTLY OR INDIRECTLY OR (II) THE PARTICIPANTS' RESPONSES, IF THEY BECAME KNOWN, COULD PLACE THE PARTICIPANT AT RISK OF CRIMINAL OR CIVIL LIABILITY OR BE DAMAGING TO THE PARTICIPANTS' FINANCIAL STANDING, REPUTATION, OR EMPLOYABILITY. (ALL RESEARCH INVOLVING SURVEY AND INTERVIEW PROCEDURES IS EXEMPT WHEN THE PARTICIPANTS ARE ELECTED OR APPOINTED PUBLIC OFFICIALS OR CANDIDATES FOR PUBLIC OFFICE. HOWEVER, CONFIDENTIALITY MUST BE MAINTAINED WHEN REQUIRED BY FEDERAL STATUTE.)
- 3. RESEARCH INVOLVING THE COLLECTION OR STUDY OF EXISTING DATA, DOCUMENTS, RECORDS, PATHOLOGICAL SPECIMENS, OR DIAGNOSTIC SPECIMENS, IF THESE SOURCES ARE PUBLICLY AVAILABLE OR IF THE INFORMATION IS RECORDED BY THE INVESTIGATOR IN SUCH A MANNER THAT PARTICIPANTS CANNOT BE IDENTIFIED.
- 4. RESEARCH AND DEMONSTRATION PROJECTS WHICH ARE FUNDED BY A FEDERAL AGENCY AND DETERMINED TO BE EXEMPT BY THE AGENCY HEAD AND WHICH ARE DESIGNED TO STUDY, EVALUATE, OR OTHERWISE EXAMINE: (I) PUBLIC BENEFIT OR SERVICE PROGRAMS; (II) PROCEDURES FOR OBTAINING BENEFITS OR SERVICES UNDER THOSE PROGRAMS; (III) POSSIBLE CHANGES IN OR ALTERNATIVES TO THOSE PROGRAMS OR PROCEDURES; OR (IV) POSSIBLE CHANGES IN METHODS OR LEVELS OF PAYMENT FOR BENEFITS OR SERVICES UNDER THOSE PROGRAMS.
- 5. EXEMPTION FOR COLLECTION OR STUDY OF EXISTING DATA: RESEARCH INVOLVING COLLECTION OR STUDY OF EXISTING DATA, DOCUMENTS, RECORDS, IF THESE DATA ARE NON-IDENTIFIABLE AND PUBLICLY AVAILABLE OR INFORMATION IS RECORDED BY THE INVESTIGATOR IN SUCH A MANNER THAT SUBJECTS CANNOT BE IDENTIFIED DIRECTLY THROUGH IDENTIFIERS LINKED TO THE SUBJECT (CODES LINKING NAMES TO DATA ARE CONSIDERED INDIRECT IDENTIFIERS).
- 6. EXEMPTION FOR STUDY OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES: UNLESS SPECIFICALLY REQUIRED BY THE STATUTE, RESEARCH AND DEMONSTRATION PROJECTS WHICH ARE CONDUCTED BY OR SUBJECT TO THE APPROVAL OF THE DEPARTMENT OF HEALTH AND HUMAN SERVICES, AND WHICH ARE DESIGNED TO STUDY, EVALUATE, OR OTHERWISE EXAMINE:
  - (A) \_\_\_\_\_ PROGRAMS UNDER THE SOCIAL SECURITY ACT OR OTHER PUBLIC BENEFIT OR SERVICE PROGRAMS
  - (B) \_\_\_\_\_ PROCEDURES FOR OBTAINING BENEFITS OR SERVICES UNDER THOSE PROGRAMS
  - (C) \_\_\_\_\_ POSSIBLE CHANGES IN OR ALTERNATIVES TO THOSE PROGRAMS OR PROCEDURES
  - (D) \_\_\_\_\_ POSSIBLE CHANGES IN METHODS OR LEVELS OF PAYMENT FOR BENEFITS OR SERVICES UNDER THOSE PROGRAMS.

**IF YOUR RESEARCH IS GIVEN EXEMPTION STATUS, THE FOLLOWING MUST BE STATED ON A COVER LETTER ACCOMPANYING ANY SURVEY OR QUESTIONNAIRES.**

1. A STATEMENT THAT ALL PARTICIPATION IS VOLUNTARY
2. A STATEMENT THAT YOU ARE CONDUCTING RESEARCH AND THE REASON FOR IT (MASTER'S THESIS, PUBLICATION, ETC.)
3. PURPOSE OF THE RESEARCH - WHAT YOU ARE INVESTIGATING
4. A STATEMENT THAT ALL RESPONSES WILL BE KEPT ANONYMOUS AND CONFIDENTIAL
5. A STATEMENT THAT PARTICIPANTS NEED NOT RESPOND TO ALL QUESTIONS
6. IF PARTICIPANTS ARE YOUR OWN STUDENTS, A STATEMENT THAT CLASS STANDING WILL NOT BE AFFECTED IN ANY WAY BASED ON PARTICIPATION
7. THE NAME AND TELEPHONE NUMBER OF THE PRINCIPAL INVESTIGATOR (PI) AND FACULTY SPONSOR (IF APPLICABLE)

**CLAIMS FOR EXEMPTION MAY NOT BE MADE FOR (A) RESEARCH INVOLVING CHILDREN, (B) AIDS-RELATED RESEARCH, (C) RESEARCH INVOLVING SUBSTANCE OR CHILD ABUSE OR (D) RESEARCH TO BE CONDUCTED AT THE V.A. (RESEARCH UNDER THESE CATEGORIES IS SUBJECT TO SPECIAL FEDERAL GUIDELINES.)**

**ALL IRB APPLICANTS MUST COMPLETE QUESTIONS 12 –  
18**

11. DESCRIBE THE SUBJECTS WHO WILL BE PARTICIPATING (NUMBER, AGE, GENDER, ETC.)  
The subjects for this research will be adults that are school leaders.
13. HOW WILL SUBJECTS BE RECRUITED? IF STUDENTS, WILL THEY BE SOLICITED FROM CLASS?  
Initial explanatory letters will be sent to superintendents of school via email to forward the survey link the school's corresponding leaders who handle/oversee community partnerships.
14. WHAT RISKS TO SUBJECTS (PHYSIOLOGICAL AND/OR PSYCHOLOGICAL) ARE INVOLVED IN THE RESEARCH?  
There are no physiological and/or psychological risks involved in this research.
15. IS DECEPTION INVOLVED IN THE RESEARCH? IF SO, WHAT IS IT AND WHY WILL IT BE USED?  
Deception is not involved in this research study.
16. WHAT INFORMATION WILL BE GIVEN TO THE SUBJECTS AFTER THEIR PARTICIPATION? IF DECEPTION IS USED, IT MUST BE DISCLOSED AFTER PARTICIPATION.  
Participants will obtain a copy of their results at their request.
17. HOW WILL CONFIDENTIALITY BE MAINTAINED? WHO WILL KNOW THE IDENTITY OF THE SUBJECTS? IF A PRE AND POST TEST DESIGN IS USED HOW WILL THE SUBJECTS BE IDENTIFIED?  
The researcher will not disclose any names or personal information of participants to the public. The identity of the subjects involved will only be known to the superintendents of the schools. In addition, the participants can share their contact information at their discretion if they would like to be contacted by the researcher. This question is not a forced response on the survey; therefore, participants do not have to share any personal information if they do not want to, making it a completely anonymous survey at will.
18. HOW WILL THE DATA BE RECORDED AND STORED? WHO WILL HAVE ACCESS TO THE DATA? WHERE WILL IT BE STORED?  
ALL DATA MUST BE KEPT FOR A MINIMUM OF THREE YEARS.

For this study, Qualtrics online platform will be used to collect survey responses and store data for further analysis. Only the researcher, her advisor, Dr. Carnahan and faculty related to NJCU's Educational Technology Department that will serve as an advisor in the event Dr. Carnahan is not available, will have access to the data. Data will be stored online on NJCU's Qualtrics platform for a minimum of three years.

**Institutional Review Board**  
*Check List for Submitting a Complete IRB  
 Application*

- |   |   |
|---|---|
| 1. That they will be participating in research;   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. The purpose of the research;   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. The expected duration of the participant's participation;  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. The procedures to be followed;   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 5. Any foreseeable risks or discomforts the participant may suffer;   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 6. The benefits to the participant and others that may occur as a result of the research;   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. Appropriate alternative procedures or courses of treatment that are open to the participant;   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. The extent to which confidentiality and anonymity will be maintained;  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 9. The amount of compensation or medical treatment that is available for research that involves more than minimal risk;   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 10. Whom to contact (principal investigator) with any questions they may have;  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 11. All questions on the application have been completed.   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 12. All supporting documents have been attached. This includes protocol, survey instruments, interview schedules and letters.   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 13. If this study requires approval of another Committee or cooperating agency, documentation of approval or notice of application has been attached.   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 14. Signatures of advisor for student research been secured.  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 15. A copy of this application has been made for the investigator's records. <i>If this Application is approved, this copy must be maintained for 3 years after the completion of the study by the PI or faculty sponsor.</i>     | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 16. That participation is voluntary, and that the participant may withdraw at any time without suffering a penalty; and   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 17. That participation does not imply that an employer-employee relationship exists between the participant and the State of New Jersey, New Jersey City University, the principal investigator or any other project facilitator. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

Consent is given by signing a written statement that includes the above elements. If participants are minors or unable to give consent (due to a mental disability, etc.) consent must be obtained from the legal guardian. A copy of the informed consent form must be included with each application and submitted to the IRB.

**NEW JERSEY CITY UNIVERSITY**

Last Name: Matias-Castro

File No.: \_\_\_\_\_

Project: Examining Virtual Experiences that Promote Community Partnerships

**NOTICE OF EXEMPTION FROM IRB REVIEW**

The project identified below has been declared exempt from review by the IRB under the provision of Federal Regulations 45 CFR 46.101(b).

Your Research is exempt under category

This exemption is based on the following assumptions:

1. That the materials you submitted to the New Jersey City University IRB provide a complete and accurate account of how human subjects are involved in your project.
2. That you will carry on your research according to the procedures described in those materials.
3. That you will report to IRB any changes in your procedures that would remove the project from the exempt category and make it subject to IRB review.
4. That if such changes are made, you will submit the project for IRB review.
5. That you will immediately report to the IRB any problems that you encounter while using human participants.

Name of Chief Investigator: Aileen Matias-Castro

Name of Investigators: \_\_\_\_\_

Title of Project: Examining Virtual Experiences that Promote Community Partnerships

Conditions: \_\_\_\_\_

Note: For Categories 2 & 3, a consent form is not needed for subjects asked to complete an anonymous questionnaire.

Signed \_\_\_\_\_  
Chair of IRB at New Jersey City University

\_\_\_\_\_ Date

**NEW JERSEY CITY UNIVERSITY**

Last Name: Matias-Castro

File No.:

Project: Examining Virtual Experiences that Promote Community Partnerships

**INITIAL, REVISED OR CONTINUATION**

**PART II: NOTICE OF IRB REVIEW AND APPROVAL**

The project identified below, for which you requested review and approval by the NJCU Institutional Review Board for the Protection of Human Participants in Research, has now been reviewed and approved. This approval is based on the assumption that the materials you submitted to the NJCU IRB c/o Grants and Sponsored Programs contain a complete and accurate description of all the ways in which human subjects are involved in your research.

This approval is given with the following conditions:

1. That you will conduct the research according to the plans and protocol you submitted.
2. That you will immediately inform the IRB of any injuries to subjects that occur in the course of your research.
3. That you immediately inform the IRB of any problems that arise in the course of your research.
4. That you will immediately inform the IRB of any changes that you make in the protocol of the research.
5. That you will give each person who signs the consent document a copy of that document, if you are using such documents in your research.
6. That you will retain all signed consent documents for at least three years after the termination of the research.

*Failure to comply with these conditions will result in the withdrawal of this approval.*

Approved

Not Approved

Note: \_\_\_\_\_  
 \_\_\_\_\_

Name of Principal Investigator: Aileen Matias-Castro

Title of Project: Examining Virtual Experiences that Promote Community Partnerships

Period of Approval: \_\_\_\_\_

Additional Conditions: \_\_\_\_\_

One month before the end of the period of approval, you must file with the IRB a new application for revised or continuation of your research project.

## Informed Consent Form

### **Participants Over the Age of 18**

I agree to participate in a study entitled Examining Virtual Experiences that Promote Community Partnerships which is being conducted by Aileen Matias-Castro, student from New Jersey City University, Educational Technology Department. The purpose of this study is to evaluate how schools are converting their communal partnerships to an online platform and measure the impact these decisions are having on student achievement and engagement.

I understand that I will be required to answer a survey regarding the impact of virtual experiences to create community relationships. All data will be reported in terms of group results; my individual responses will be reported using a pseudonym. My participation in the study should not exceed one hour. I also understand that if I disclose my personal information, it is for the sole intent to speak to the researcher directly regarding topics related to the study. This information will be kept anonymous as well, and my identity of will not be disclosed, nor shared.

I understand that my responses will be anonymous and that all the data gathered will be confidential. I agree that any information obtained from this study may be used in any way thought best for publication or education provided that I am in no way identified and my name is not used.

I understand that there are no physical or psychological risks involved in this study, and that I am free to withdraw my participation at any time without penalty. I also understand that my participation does not imply employment with the state of New Jersey, New Jersey City University, the principal investigator, or any other project facilitator.

If you have any questions or concerns please contact me at 555-555-5555, or via email at [ac@email.com](mailto:ac@email.com). You may also contact Dr. Carnahan at 201-200-2547 or email [CCarhahan@njcu.edu](mailto:CCarhahan@njcu.edu), or Dr. Beimnet Teclezghi, Chair of NJCU Institutional Review Board, at 201-200-3139 or email [bteclezghi@njcu.edu](mailto:bteclezghi@njcu.edu).

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Principal Investigator

\_\_\_\_\_  
Date

## CITI Certification



Completion Date 21-Oct-2020  
Expiration Date 21-Oct-2023  
Record ID 39074137

This is to certify that:

**Aileen Matias-Castro**

Has completed the following CITI Program course:

**Social & Behavioral Research - Basic/Refresher** (Curriculum Group)  
**Social & Behavioral Research** (Course Learner Group)  
**1 - Basic Course** (Stage)

Under requirements set by:

**New Jersey City University**

Not valid for renewal of certification through CME. Do not use for TransCelerate mutual recognition (see Completion Report).



Collaborative Institutional Training Initiative

Verify at [www.citiprogram.org/verify/?w94ac6ec3-9bec-4d11-9fd9-300886c5e77c-39074137](http://www.citiprogram.org/verify/?w94ac6ec3-9bec-4d11-9fd9-300886c5e77c-39074137)