



CONSENT FORM

HREC Project Number:	HRE2016 - 0375
Project Title:	Managing and supporting casual university academics working online: what matters?
Principal Investigator:	<i>Prof. David Treagust</i>
Student researcher:	<i>Ms Val Morey, Doctoral Candidate, School of Education</i>
Version Number:	1
Version Date:	04/07/2016

- I have read the information statement version listed above and I understand its contents.
- I believe I understand the purpose, extent and possible risks of my involvement in this project.
- I voluntarily consent to take part in this research project.
- I have had an opportunity to ask questions and I am satisfied with the answers I have received.
- I understand that this project has been approved by Curtin University Human Research Ethics Committee and will be carried out in line with the National Statement on Ethical Conduct in Human Research (2007).
- I understand I will receive a copy of this Information Statement and Consent Form.

Participant Name	
Participant Signature	
Date	

Declaration by researcher: I have supplied an Information Letter and Consent Form to the participant who has signed above, and believe that they understand the purpose, extent and possible risks of their involvement in this project.

Researcher Name	Ms Val Morey
Researcher Signature	
Date	





PARTICIPANT INFORMATION STATEMENT

HREC Project Number:	HRE2016 - 0375
Project Title:	Managing and supporting casual university academics working online: what matters?
Principal Investigator:	<i>Prof. David Treagust</i>
Student researcher:	<i>Ms Val Morey, Doctoral Candidate, School of Education</i>
Version Number:	2
Version Date:	04/10/2016

What is the Project About?

Higher education worldwide is experiencing increased casualisation of the academic workforce, as well as growth in online program delivery. Universities which offer large online programs also report high ratios of the number of casual academic staff to permanent academic staff. In some cases, the casual academic staff members working in online programs are themselves working fully online and are physically isolated from both the institution and each other.

Each of these factors – casualisation, large online programs and physical isolation - creates real or perceived risks to course quality, student experience, and the academics’ sense of security and satisfaction. These factors have created a need for new ways of working and suitable structures and processes for management and support. The study will identify the aspects of the casual teaching experience that may be different from other University teaching roles and the particular challenges that arise when physically isolated casual academics work in large, online programs.

The study seeks to engage casual academics currently working in online programs delivered by the School of Education, in an initial questionnaire that will be sent to approximately 120 people. From this, follow up interviews, either group or individual, will be held with 15-20 participants.

Who is doing the Research?

The results of this research project will be used by Val Morey to obtain a Doctor of Education at Curtin University and is funded by the University. There are no costs involved and Val Morey will not be paid to conduct the research.

Why am I being asked to take part and what will I have to do?

You are being asked to take part because you are currently working as a casual academic in one of the online programs delivered by the School of Education. Your participation will involve:

Completing an online survey questionnaire via Qualtrics, that will ask you about the length and nature of your experience as a casual academic, some background information about you, and your views towards certain aspects of your role. The questionnaire will not be anonymous as you



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may need to be contacted to seek your further involvement. It is expected the questionnaire will take approximately 20 minutes to complete.

Your participation may involve:

Taking part in one or two follow-up interviews which may be individual, or may be conducted as small focus groups. These interviews will take approximately 45 minutes and will be held in a location and at a time convenient to you. You may be asked to take part in these follow-up interviews depending on your responses to the questionnaire. The purpose is to select participants so as to maximise the diversity of members.

A digital audio/video recording will be made so that notes will not have to be taken during the interview. A full written copy will be made afterwards and you can request a copy if you wish.

What will the benefits be?

There will be no cost to you for taking part in this research and you will not be paid for taking part.

There may be no direct benefit to you from participating in this research. However, this opportunity to express your feelings, attitudes or needs may be beneficial to your experience of your role. The results of the research should enable this and possibly other organisations to improve the support and development of casual academic staff working fully online.

What will the risks or costs be?

There is a minor foreseeable risk that you may become uncomfortable with discussing your experiences and practices. If you feel anxious about responding to any questions or discussing particular topics, then you may choose not to. In the unlikely event of any distress, a private debriefing will be offered, as well as counselling through Curtin Counselling. There will be no impact on your casual employment situation or prospects, either positive or negative, from participating in this research.

Apart from giving up your time, it is not expected that there will be any risks or inconveniences associated with taking part in this study. Any parking costs incurred as a result of participating in this research will be reimbursed.

Who will have access to my information?

The information collected in this research will be re-identifiable (coded). This means that the stored information will be re-identifiable which means we will remove identifying information on any data or sample and replace it with a code. Only the researcher will have access to the code to match your name if it is necessary to do so. Any information we collect will be treated as confidential and used only in this project unless otherwise specified. The following people will have access to the information we collect in this research: the researcher and the Curtin University Ethics Committee

How will information will be stored?

Electronic data will be password-protected and hard copy data (including video or audio tapes) will be in locked storage in the School of Education building.

The information collected in this study will be kept under secure conditions at Curtin University for 7 years after the research has ended and then it will be destroyed.

You have the right to access, and request correction of, your information in accordance with relevant privacy laws.



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The results of this research may be presented at conferences or published in professional journals. **You will not be identified in any results that are published or presented.**

Whilst all care will be taken to maintain privacy and confidentiality of any information shared at a focus group or group discussion, you should be aware that you may feel embarrassed or upset if one of the group members repeats things said in a confidential group meeting. Group meetings will begin with a shared agreement to respect privacy.

Will you tell me the results of the research?

Unless you specify otherwise, a summary of the overall findings of the research will be sent you. We will write to you at the end of the research (in about 12 months) and let you know the results of the research. Results will not be individual but based on all the information we collect and review as part of the research.

The research results will be published as a doctoral thesis and may be made available in journals and/or at conferences.

Do I have to take part in the research project?

Taking part in a research project is voluntary. It is your choice to take part or not. You do not have to agree if you do not want to. If you decide to take part and then change your mind, that is okay, you can withdraw from the project. You do not have to give us a reason; just tell us that you want to stop. Please let us know you want to stop so we can make sure you are aware of any thing that needs to be done so you can withdraw safely. If you choose not to take part or start and then stop the study, it will not affect your relationship with the University, staff or colleagues.

If you chose to leave the study we will use any information collected unless you tell us not to.

What happens next and who can I contact about the research?

If you have questions about the research, you can contact Val Morey by emailing v.morey@curtin.edu.au or calling 92663770.

If you decide to take part in this research we will ask you to sign the consent form. By signing it is telling us that you understand what you have read and what has been discussed. Signing the consent indicates that you agree to be in the research project and have your information used as described. Please take your time and ask any questions you have before you decide what to do. You will be given a copy of this information and the consent form to keep.

Curtin University Human Research Ethics Committee (HREC) has approved this study (HREC number HRE2016 - 0375). Should you wish to discuss the study with someone not directly involved, in particular, any matters concerning the conduct of the study or your rights as a participant, or you wish to make a confidential complaint, you may contact the Ethics Officer on (08) 9266 9223 or the Manager, Research Integrity on (08) 9266 7093 or email hrec@curtin.edu.au.