

Study Information Sheet

Assessment of the CIRTl Change Leadership Development Program

A team of researchers focusing on the development of the CIRTl Change Leadership Development Program, is conducting a research study aimed at understanding the numerous gaps in our knowledge about leadership development as it relates to advancing inclusive evidence-based teaching and learning. You were selected as a possible participant in this study because you were identified by a member of the research team as a [group affiliations: active CIRTl participant; (2) CIRTl alumni; (3) local CIRTl leader or (4): faculty and institutional leaders from outside the CIRTl Network.] Your participation in this research study is voluntary.

Why is this study being done?

This study is being done in partnership with the UCLA Center for Educational Assessment and researchers affiliated with CIRTl. As part of this study, you will be asked to participate in an audio-recorded, 60–90-minute focus group. The focus group will be informal and conducted by Drs. Kennison, Hill, and/or McElravy, as well as researcher from the Center for Educational Assessment at UCLA. The focus group will take place in a private room via Zoom. Participation in the study is entirely voluntary, and you have the option to leave and/or withdraw from the study at any time. Only the research team and researchers at the Center for Educational Assessment will have access to focus group recordings and transcriptions, which will be stored securely under password protection. In reporting of responses for research purposes, any potentially identifying information will remain confidential.

Are there any potential risks or discomforts that I can expect from this study?

There are no anticipated risks or discomforts expected. Questions will focus on your experiences with evidence-based teaching and leadership. If you participate, you will be under no obligation to answer any questions that you are not inclined to answer. You may choose not to answer any specific questions you do not want to answer and still remain in the study. Also, you have the right to review recordings made as part of the study to determine whether they should be erased in whole or in part.

Are there any potential benefits if I participate?

You have the opportunity to reflect on your experiences, which can enhance self-understanding. Results of your participation also will be directly beneficial to future CIRTl Change Leadership Development Program participants.

Will information about me and my participation be kept confidential?

All participants will be asked to keep what is said during the focus group between the participants only. However, complete confidentiality cannot be guaranteed. Your responses will be used for research purposes only. Only aggregate data will be used in this documentation. The data collected may be used for possible future research. The researchers will do their best to make sure that your private information is kept confidential. Information about you will be handled as confidentially as possible but participating in research may involve a loss of privacy and the potential for a breach in confidentiality. Study data will be electronically secured. As with any use of electronic means to store data, there is a risk of breach of data security.

What are my rights if I take part in this study?

You can choose whether or not you want to be in this study, and you may withdraw your consent and discontinue participation at any time by contacting a member of the research team.

Who can I contact if I have questions about this study?

- **The research team:**
If you have any questions or concerns about the research, please contact Marc Levis-Fitzgerald, one of the study P.I.s, at mlevis@teaching.ucla.edu or by phone at: (310) 206-5409.
- **UCLA Office of the Human Research Protection Program (OHRPP):**
If you have questions about your rights as a research subject, or you have concerns or suggestions and you want to talk to someone other than the researchers, you may contact the UCLA OHRPP by phone: (310) 206-2040; by email: participants@research.ucla.edu or by mail: Box 951406, Los Angeles, CA 90095-1406.