

USDA NIFA AWARD No. 2011-38422-31204

Award Title: Watershed Management Experiential Learning for USDA Careers

Lead Agency: Cal State San Bernardino University Enterprises Corporation (FF20717)

Award Period: 09/01/11-08/31/15

CSUSB USDA Internship Project: Intern Informed Consent for Data Collection

The study in which you are being asked to participate is designed to evaluate the Watershed Management Experiential Learning for USDA Careers Internship Project. The Project is funded by the United States Department of Agriculture's (USDA) National Institute of Food and Agriculture (NIFA) under its Hispanic Serving Institutions Education Grants Program. The Project is one of seven collaborative projects being run across the US and Puerto Rico under this national USDA/NIFA initiative. The USDA Internship Project is intended to provide undergraduate and graduate students in the CSU system with paid internships, improved access to USDA internships and employment, and increased involvement in water- and natural resource-related research. Ultimately, the USDA would like to increase the number of underrepresented students who pursue USDA careers. This evaluation is being conducted by Rachel Weiss, Ph.D., in collaboration with the Project Director, Julie Lappin, Co-Project Director, David Zoldoske, Ph.D., and partnering researchers from the Intercultural Development Research Association (IDRA). The team from IDRA is funded by the USDA to assess the seven collaborative projects that are part of this national USDA/NIFA Hispanic Serving Institutions Education Grants Program. This study has been approved by the Institutional Review Board, California State University, San Bernardino.

PURPOSE: The Project is designed to increase the number of well-prepared graduates in USDA-relevant disciplines. Student participants are required to complete an internship that provides them the opportunity for research experiences and other professional development related to careers with the USDA. The evaluation of this Project will involve collecting various academic data and survey data to determine the effectiveness of the research experiences, mentorship, advising, and other academic support service that are part of this Project for achieving these outcomes.

DESCRIPTION: We have developed a range of data collection strategies to assess the success of each aspect of the Project. Those include (1) accessing your academic records via unofficial transcripts that you provide to us at application and at the point you leave your current CSU institution (e.g. major field of study, GPA, academic performance, graduation); (2) surveys; (3) internship supervisor/mentor review of your performance; (4) copies of any research papers, posters, and presentations following your research experience; and (5) post-graduation follow-up survey or interview. These data collection efforts will be carried out solely to determine the success of the Project activities, and to provide formative feedback to improve Project activities as necessary.

PARTICIPATION: Participation in these data collection activities is voluntary. Refusal to participate will involve no penalty or loss of benefits to which you are otherwise entitled, and it will not affect your participation in the other aspects of the Project. You may discontinue participation at any time without penalty or loss of benefits, to which you are otherwise entitled.

CONFIDENTIALITY OR ANONYMITY: Data used for the purpose of evaluating this project will be stored in a secure manner, and your confidentiality outside the context of this Project and the academic offices that participate will be maintained. The evaluator will compile a database that contains records for each intern, and code those data uniquely so that each individual student cannot be identified. In compliance with the Federal Educational Rights and Privacy Act, your educational transcript data will be stripped of personal identifiers before being uniquely coded and input into the evaluation data base. Your transcripts will be stored in a separate secured file. The master files created by the evaluator that links your identity to a unique code will be kept separately, and secured in the evaluator's office in a password protected computer. All data that you provide to this project will be destroyed three years after the project is complete. Any reports or publications that result from this evaluation will only contain aggregated data with no individually identifying information.

DURATION: You will be asked to participate in data collection efforts for this Project as long as you are a CSU student, and for up to one year following graduation or after leaving CSU. Your participation in the data collection process (surveys, etc.) described in this informed consent are estimated to take no more than 3 hours per year (not including time you spend preparing your personal statement and intern application). You will be asked to provide accurate contact data and to update that as changes occur from the beginning of your participation in this Project until one year following graduation.

RISKS: The only foreseeable risk to you as a participant is the loss of confidentiality. We will take every reasonable precaution to ensure that your data are stored and handled in a secure and confidential manner. You are a voluntary participant in the data collection. If at any time you feel uncomfortable about what is being asked of you, or with the manner in which your information is being handled, you may opt out of the planned data collection with no penalty or loss of benefits to which you are otherwise entitled.

BENEFITS: The direct benefits to the participants in the evaluation data collection are minimal. By having the opportunity to provide frank and honest feedback about your experiences in this Project, you may feel a sense of empowerment or have other positive feelings about your contribution to this Project. You may experience some modest benefit from the self-reflection involved in answering some of the questions posed to you. However, the more profound benefits of this evaluation accrue to future participants in this and similar programs if the data collected are used to improve the academic and support programming developed in this Project, and for future program replication.

We anticipate that the benefits of participation in the internship component of this Project include enhanced research skills, scientific knowledge, increased motivation for water- and natural resource-related work, increased motivation to pursue graduate education, and improved

employment opportunities. The training and mentorship received through being an intern are specifically designed to improve your short- and long-term job opportunities with the US Department of Agriculture, and its affiliate agencies.

CONTACT: If you have any questions regarding this Project, please contact Julie Lappin (909) 537-3687, Dr. David Zoldoske (559) 278-5669, or Dr. Rachel Weiss (909) 537-3315.

If you have questions or concerns about your rights as a participant in this research, or if there is research-related harm done to you, please contact Michael Gillespie, CSUSB Institutional Review Board Coordinator (909) 537-7588.

RESULTS: The individual results of this evaluation of the CSU-based Internship Project will be available approximately 6 months after the end of the funding period in August 2015 at the Water Resource Institute at CSUSB, Pfau Library, Room 401. Cumulative results of this study assessing the work of all seven regional collaborative projects funded by the USDA/NIFA will be available by request to the National Program Leader for HSI Grants Program, Dr. Irma Lawrence, (202) 720-2082.

SIGNATURE: Please sign and return this form. You can either: (1) e-mail a scanned PDF version to Julie Lappin, Program Manager at jlappin@csusb.edu, (2) FAX this document to the Water Resources Institute at CSUSB, Attn: Julie Lappin at Fax number 909-537-7682, OR send this document by mail to the Water Resources Institute, Attn: Julie Lappin, CSUSB, 5500 University Parkway - PL 401, San Bernardino, CA 92407.

By signing below, you declare that you are (1) at least 18 years of age, (2) have read and understand what is being asked of you as a participant in this research, and (3) that you are giving your informed consent to participate in the data collection for this evaluation.

Printed Name: _____

Signature: _____

Date: _____

CSU Campus: _____

Student ID: _____

Thank you for your support of this important project.