

**CRAFT HILLS COLLEGE
RESEARCH PROJECT APPROVAL FORM**

The following guidelines apply to all external research projects involving Crafton Hills College. An external research project is defined as any research project or study which is outside the normal day-to-day operations of Crafton Hills College (CHC) and/or is under the direction of someone other than an employee of the College. A typical example of an external research project is one conducted by a masters or doctoral student who wishes to ask CHC students or employees to participate in a study. Examples of normal day-to-day operations include program review, Student Learning Outcomes/Service Area Outcomes and projects which are part of a CHC course (e.g., research course).

1. Any individual, group or agency desiring to conduct research at CHC must obtain the written permission from the Faculty and Administrative Co-Chairs.
2. Before permission is granted, a written proposal must be submitted to the Dean of Institutional Effectiveness, Research and Planning. The proposal will include brief summaries of the rationale for the study, the methodology to be used, and the expected outcomes (see below).
3. Normally, the CHC IRB cannot provide facilities of any type for external research projects ([Click here to access the form to request the use of facilities](#)).
4. Unless the College feels that participation in a particular project is both educationally valuable and a natural part of the course content, class time will not be used for any project. In any event, the faculty member's permission must be obtained before class time can be used.
5. Participation in any project must be voluntary and all participants should be informed as to the purpose of the project and the scope of their involvement.
6. As a condition of approval of the research study, it should be noted that CHC students or employees involved in any research project will not be identified when the findings are published. The name of the College will not be identified in any publications.
7. Approval of external research projects is based on many aspects including time involved and whether the project relates to the College's mission, vision, core values and goals.

This *Research Project Approval Form* is to be completed and approval received before research begins. The completed form should be sent to the Institutional Effectiveness, Research and Planning Office. The IRB Committee and/or the IRB Committee Co-Chairs will review the study, discuss changes/implications with the author and make the final approval decision. If the study is approved and the research conducted, a copy of the results must be sent to the Institutional Effectiveness, Research and Planning Office.

PROJECT INFORMATION	
Project Title:	Body image based on physical activity frequency.
Principal Investigator:	Kristin Minter
Educational Institution:	Walden University
Mailing Address:	100 S Washington Ave #900 Minneapolis, MN 55401
Phone Number:	(855) 705-5444
Email	<u>Kristin.minter@waldenu.edu</u>
Faculty Advisor Name:	Kimberley Cox
Faculty Advisor Mailing Address:	N/A - Remote
Faculty Advisor Phone Number:	
Faculty Advisor Email:	<u>Kimberley.cox@waldenu.edu</u>

**CRAFT HILLS COLLEGE
RESEARCH PROJECT APPROVAL FORM**

Answer All of the Following Questions

1. What is the rationale or purpose of the study?

The purpose of this study is to explore the difference in body image in college freshman females within similar BMI groups who differ in physical activity frequency.

2. What are the main goals or objectives or outcomes or research hypotheses of the study?
To determine how body image differs based on PA frequency, and use that to help promote and keep physical education in schools.

3. Who will be the subjects/participants? How many? Will they be compensated? If so, how?
Females between the age of 18-20. I am looking for roughly 120 subjects. No compensation.

4. Describe in detail all procedures to be performed on the participants (e.g., recruitment, surveying, debriefing, exposure to stimuli, etc.)?
Survey link sent to students. They will be aware that it is completely optional.

5. What assessment instrument(s) (e.g., survey, focus group) will be used? Please provide the IRB with copies.
Survey: <https://www.surveymonkey.com/r/BodyImageQuestionnaire>

6. What are the potential risks to the participants?
Potential risks could be insecurities with responses on body image.

7. Describe how you will deal with confidentiality and anonymity?
I will not take any names, and all responses are kept in a PW protected account and document.

8. How will you document informed consent (Provide a copy of the informed consent form.)?
Informed consent will be provided within the survey and they will be prompted to agree.

9. What are the suggested date(s) for the study?
Anytime


10. How will the data be reported (e.g.: articles, thesis, dissertation, presentations, etc.)?
Dissertation

11. If class or work time is needed, do you have an internal contact person who is already willing to comply? Which employees of the college have expressed interest in helping you gather data? (Note: using class time is discouraged)
This will not use class time. Students will get the link through an email or course announcement and be able to complete this anytime.



12. Which classes will be used in the study? Have the faculty given permission for the study to be done in class?
Former Health students, and other teachers students.

Also include a HARD copy of your approved full proposal. This copy should include both the signature page of approval (or electronic equivalent) from your IRB and all material reviewed by your IRB.

When the project is completed, a summary of the key findings should be sent to the Institutional Effectiveness, Research and Planning Office (gsosa@craftonhills.edu).

SIGNATURE & DATE		APPROVAL
	3-2-17	<input checked="" type="checkbox"/> Approved
Administrative IRB Co-Chair		<input type="checkbox"/> Not Approved
Reason		

**CRAFT HILLS COLLEGE
RESEARCH PROJECT APPROVAL FORM**

SIGNATURE & DATE	APPROVAL
	<input checked="" type="checkbox"/> Approved
Faculty IRB Co-Chair	<input type="checkbox"/> Not Approved
Reason:	
 03/06/2017	
Principal Investigator(s) Signature & Date	
Other Notes:	

Source: Mt. San Antonio College, IRB Proposal Form.