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Check in due annually on 8/7.

IRB Informed Consent Form

Factors that Determine the Use of Data Analysis Tools in an Office of Sponsored Research in an Institution of Higher Education within the United States: A Readiness Assessment

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Invitation for a Research Study

You are invited to participate in a research study that will assess the readiness of your institution to use data-informed decision-making and data analytics tools. You were chosen because you are a registered member of the National Council of University Research Administrators (NCURA) and your member profile indicates a Director-level position as of March 17, 2023 (including titles such as Assistant Director, Associate Director, Director, Interim Director, Senior Director, Senior Associate Director, and Executive Director). This survey includes Director-level roles within an office of sponsored research or other administrative office within your institution's research enterprise. The survey is also limited to those employed at an institution of higher education in the United States, listed in Region 1 through Region 7 as defined by NCURA. Please read this form. Ask any questions you may have before agreeing to take part in this study.

Purpose – About the Study

The purpose of this quantitative research study is to advance the understanding of data-informed decision-making in research administration at institutions of higher education in the United States. The study aims to determine what factors predict readiness to use data analysis tools and if there is a correlation with research expenditures.

Procedures - What You Will Do

You will participate in a 10-15 minute online survey, and answer questions about your organization and its use of data and data analysis tools. If your organization does not use data-informed decision-making or if you are unsure about the extent to which data is used, this information is also valuable for the purpose of this study.

Risks and Benefits

It is anticipated that participants in this study will not experience any greater risk than their current daily living activities and no personally identifiable information will be collected.

A benefit may be that you will contribute valuable insights into the use of data analytics tools at your institution of higher education in an effort to improve the way we make decisions in support of research capacity building, and you will contribute valuable information that could ultimately improve the way we work in our professional field.

Payment or Other Rewards

At the conclusion of the survey, you will have the opportunity to provide your email address to receive compensation for your valuable time. As an expression of gratitude for successfully completing the survey the researcher will send a \$25 Amazon gift card to the email address you provide. Your contact information and the survey data will be stored separately, with confidentiality measures in place to ensure personally identifiable information is not disclosed, shared, or published. If you do not enter an email address when prompted at the end of the survey, you will not receive a payment.

Confidentiality

No web-based action is perfectly secure. However, reasonable efforts will be made to protect your transmission from third-party access. The records of this study will be kept private. Information used in any written or presented report will not make it possible to identify you. Only the Principal Investigator will have access to the research records. Records will be kept in a locked or password-protected file. Records will be kept for a period of at least three years, then the electronic format(s) will be deleted from the hard drive, and the web-based survey platform.

Taking Part is Voluntary

Participation is Voluntary. Your decision whether or not to participate will not affect your current or future relationship with the investigator. It will not affect your membership with the National Council of University Research Administrators (NCURA). Participation will not affect your relationship with your institution of higher education or Marywood University. You may withdraw at any time until you submit your answers. Because the survey is anonymous I will not be able to identify your answers after the survey is submitted. There will be no penalty. To withdraw from the survey, simply exit the survey at any time. If you answered less than 75% of the survey questions, then your responses will be excluded from the data analysis.

Contacts and Questions

If you have questions about this study at any time, contact the principal investigator or the advisor. Their contact information appears at the top of this form.

If you have questions related to the rights of research participants or research-related injuries (where applicable), please contact the Institutional Review Board at (570) 961-4782 or irbhelp@marywood.edu.

You may save or print a copy of this form for your records.

Statement of Consent

By proceeding to the survey:

- You understand what the study involves.
- You have asked questions if you had them.
- You agree to participate in the study.

