

# University of California

## Assessment of the University of California Alliance for Graduate Education and the Professoriate (UC AGEPE) Program

### UC Staff Informed Consent

#### PURPOSE

You are being asked to participate in a research study. The purpose of the study is to understand how the AGEPE Program is being implemented on each UC campus, as well as how it is impacting underrepresented minority students, staff and the university environment. As part of this research, we would like to meet with key UC staff such as yourself to learn about how the program is being implemented on your campus as well as your perspectives on the AGEPE program. More information on the UC AGEPE and this study is provided in an attached sheet titled "Project Description."

This study is funded by the National Science Foundation and administered by the University of California Office of the President (UCOP). The study is conducted by Berkeley Policy Associates (BPA), an independent research firm based in Oakland, California.

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#### PROCEDURES

Your participation in the study is strictly voluntary. Whether or not you choose to participate will have no impact on your relationship with the UC system. If you decide to participate, we ask you to be interviewed by a team of BPA researchers usually consisting of one interviewer and one notetaker in a 45-60 minute private meeting. During the interview, we will ask you to respond to a series of questions about your role in and experiences with the AGEPE program. For example, researchers may ask you to share your view on how AGEPE program implementation is going thus far or to identify any specific instances where you have observed the program having an impact. BPA researchers will take written notes about your responses. Your response will not be shared with anyone. Your responses will be combined with responses from other interviewees and will be used to prepare study reports. No personally identifiable information will be disclosed in these reports. Findings from the study may be published or presented at conferences. UC staff and faculty members who are involved in the implementation of the UC AGEPE in either an official or non-official capacity are asked to be interviewed. The number of interviewees will vary by campus, but we expect that the number will not exceed 15 at each campus.

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#### RISKS

Risks to you from your participation in the study are expected to be minimal. That is, the probability and magnitude of harm or discomfort anticipated in this study are not greater in and of themselves than those ordinarily encountered in daily life. Possible risks include psychological and social risks in sharing your views, such as discomfort felt in discussing aspects of the AGEPE program.

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## BENEFITS

There is no direct benefit to you anticipated from your participation in this study. However, your input will be valuable toward improving the UC AGEF program. The study itself will benefit the UC campuses by helping them improve their diversity programs. It will particularly benefit current and future underrepresented minority academic professionals in the UC campuses by contributing to the development of an environment that is supportive of their academic careers.

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## CONFIDENTIALITY

Participation in any research may involve a loss of privacy, but your data will be handled as confidentially as possible. If information from this study is published or presented at scientific meetings, your name and other personal information will not be used. Absolute confidentiality cannot be guaranteed, but every effort will be made to protect it.

To protect confidentiality, BPA researchers will not share your individual answers with anyone outside the research team, unless those answers have been de-identified, so that no connection can be made between the response and the individual who provided it. Only BPA researchers will have access to interview notes, which will be kept in a secured, locked facility at BPA, with limited access, and will be destroyed upon project completion.

Your individual responses will be used as inputs to prepare a summary document on the UC AGEF activities on your campus, which in turn will be combined with summary documents from other campuses to produce study reports. The campus-level summary document will not include your name or job title. Information you provide in your individual interview may be included in this document, but only in de-identified forms. It will not include any quotes or descriptions which might reveal your identity. This summary document may be shared with the UC Office of President, the administering agency of the UC AGEF, for the purpose of future evaluation and research.

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## RIGHT TO REFUSE OR WITHDRAW

You may decide at any time to end your participation in this interview or choose not to respond to a particular question. You will not be penalized in any way if you end your participation in this interview or choose not to a particular question.

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QUESTIONS?

If you have any questions about your rights as a research participant or if you think you may have been harmed as a result of your participation, please contact the Human Research Protection Program (HRPP) at UC Berkeley (Tel: 510-642-7461, Email: ophs@berkeley.edu), or write to: UC Berkeley, Office for the Protection of Human Subjects, 2150 Shattuck Avenue, Suite 313, Berkeley, CA 947704-5940.

If you have any general questions regarding this study, please contact: Dr. Yasuyo Abe, Project Director at Berkeley Policy Associates (Tel: 510-465-7884, Email: yasuyo@bpacal.com); or Ms. Sarah Dempsey, UC AGEF Systemwide Coordinator at UC Office of the President (Tel: 510-987-9047, Email: sarah.dempsey@ucop.edu); or your campus Co-Investigator.

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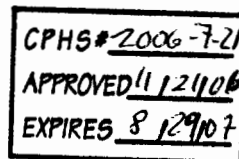
CONSENT

Participation in research is voluntary. If you decide to participate as an interviewee in this study as described above, please read the statement below and, if agree, sign this form.

*I have read and understood the description of the Assessment of the UC AGEF and my rights as an interviewee. All my questions have been answered to my satisfaction. I agree to participate in this study, and I understand that I may withdraw my consent at any time. I have received a copy of this consent form.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_



**Assessment of the UC AGEP**  
**STUDY CONTACT INFORMATION**

Any questions regarding this study or concerns may be directed to:

Dr. Yasuyo Abe, Project Director for the Assessment of the UC AGEP  
Dr. Jacqueline Berman, Principal Research Analyst for the Assessment of the UC AGEP  
Berkeley Policy Associates  
440 Grand Avenue, Suite 500, Oakland, CA 94610  
Tel. (510) 465-7884 • Fax (510) 465-7885 • yasuyo@bpacal.com • jberman@bpacal.com

Ms. Sarah Dempsey  
UC AGEP Systemwide Coordinator  
Academic Advancement, UC Office of the President  
1111 Franklin Street, 11th Floor, Oakland, CA 94607-5200  
(510) 987-9047 • (510) 587-6077 (Fax) • sarah.dempsey@ucop.edu

UC AGEP Program is implemented under:

**UC AGEP Principal Investigator**

Ms. Sheila O'Rourke, JD, AGEP Principal Investigator  
Acting Assistant Vice President, Academic Advancement  
UC Office of the President, 1111 Franklin Street, 11th Floor, Oakland, CA 94607-5200  
(510) 987-9499 • sheila.orourke@ucop.edu

**UC AGEP Co-Investigators**

UC Berkeley

Dr. Mark Richards  
Dean, Physical Sciences  
(510) 642-5872  
markr@seismo.berkeley.edu

UC Riverside

Dr. Dallas Rabenstein  
Graduate Dean, Graduate Division  
(951) 827-4302  
graddean@ucr.edu

UC Davis

Dr. Jeffery Gibeling  
Dean of Graduate Studies  
(530) 752-2050  
jcgibeling@ucdavis.edu

UC San Diego

Dr. Kimberly Barrett  
Dean of Graduate Studies  
(858) 534-3555  
kbarrett@ucsd.edu

UC Irvine

Dr. Carolyn Boyd  
Dean of Graduate Studies  
(949) 824-1511  
carolyn.boyd@rgs.uci.edu

UC San Francisco

Dr. Patricia Calarco  
Interim Graduate Dean  
(415) 476-9716  
calarco@saa.ucsf.edu

UCLA

Dr. Shirley Hune  
Associate Dean of Graduate Division  
(310) 825-0959  
shune@gdnet.ucla.edu

UC Santa Barbara

Dr. Gale Morrison  
Acting Graduate Dean  
(805) 893-2013  
gale.morrison@graddiv.ucsb.edu

UC Merced

Dr. Samuel Traina  
Vice Chancellor, Acting Dean of Graduate Studies  
(209) 724-4341  
straina@merced.edu

UC Santa Cruz

Dr. Lisa Sloan  
Vice Provost, Dean of Graduate Studies  
(831) 459-3693  
lcsloan@emerald.ucsc.edu

**Assessment of the University of California  
Alliance for Graduate Education and the Professoriate (UC AGEP) Program**

**PROJECT DESCRIPTION**

**Description of the UC AGEP Program**

The University of California Alliance for Graduate Education and the Professoriate (UC AGEP) is funded by the National Science Foundation (NSF) and is designed to contribute to the national AGEP's efforts to increase the number of underrepresented minority (URM) students earning doctorates in the science, technology, engineering, and math (STEM) fields, increase the number of URM students advancing into postdoctoral and faculty positions, and improve the culture and climate for URM graduate students in STEM departments through institutional transformation. Currently, NSF's funding for AGEP is in the second 5-year term referred to as Phase II, covering the period from October 2004 to September 2009. The Phase II UC AGEP is designed to address these challenges by implementing a six-step program that will address (1) outreach, (2) recruitment, (3) admission, (4) early career support, (5) retention, and (6) academic placement. Within this six-step framework, each UC campus is implementing program initiatives that address its most pressing problems and promising practices. While not every step is addressed at each campus, the UC system as a whole provides a comprehensive series of programs that will impact educational pathways from the undergraduate to post-doctorate levels.

**Description of the Study**

The *Assessment of the UC AGEP* is the systemwide evaluation involving all ten UC campuses as well as an independent contractor, Berkeley Policy Associates. It is funded by NSF and is designed to document the implementation of the Phase II UC AGEP programs and UC Alliance collaboration, gauge the UC AGEP's effectiveness in reaching its goals, identify successful models for achieving these goals, and provide input for improving the campus programs. The two main components of the proposed study are: (1) a process evaluation, focusing on the implementation of key initiatives under the Phase II UC AGEP Program, and (2) an outcomes evaluation, focusing on systemwide findings. These two components of the evaluation will be implemented in phases over four years. The current study concerns the first component (the process evaluation), which will be implemented starting in the fall of 2006. For this process evaluation component, collection activities consist of in-person and phone interviews with the UC AGEP program staff, faculty members, and other stakeholders, observations of UC AGEP events and activities, and focus group discussions with students. While this evaluation study is conducted as an internal evaluation of the institutional program, its findings will be disseminated to a wide audience beyond UC AGEP. The expected audiences and users of study findings include academic administrators, educators, policy makers, and public and private funders across the country.

# University of California

## Assessment of the University of California Alliance for Graduate Education and the Professoriate (UC AGEPE) Program

### Focus Group Participant Informed Consent

#### PURPOSE

You are being asked to participate in a research study. The purpose of the study is to understand how the AGEPE Program is being implemented on each UC campus, as well as how it is impacting underrepresented minority students and the university environment. As part of this research, we would like to talk with graduate students such as yourself about your experiences in graduate school and views of your future in the science, technology, engineering, and mathematics (STEM) fields. More information on the UC AGEPE and this study is provided in an attached sheet titled "Project Description."

This study is funded by the National Science Foundation and administered by the University of California Office of the President (UCOP). The study is conducted by Berkeley Policy Associates (BPA), an independent research firm based in Oakland, California.

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#### PROCEDURES

Your participation in the study is strictly voluntary. Whether or not you choose to participate will have no impact on your relationship with the UC system. If you decide to participate in the focus group, we ask you to: (1) complete a participant information card and (2) attend a 90-120 minute group discussion. About eight to twelve students will participate in this focus group. The participant information card will ask you to provide some brief background information, such as gender, race/ethnicity, field of study, and years in your program. During the discussion, we will ask you to respond to a series of questions about your experiences in graduate school in a STEM field and with the AGEPE program. For example, researchers may ask what kinds of challenges you have faced as a graduate student in a STEM field. Your input will be combined with input from other participants from focus groups on this and other UC campuses, and will be used to prepare study reports. No personally identifiable information will be disclosed in these reports. Findings from the study may be published or presented at conferences.

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#### RISKS

Risks to you from your participation in the study are expected to be minimal. That is, the probability and magnitude of harm or discomfort anticipated in this study are not greater in and of themselves than those ordinarily encountered in daily life. Possible risks include psychological and social risks in sharing your experiences and opinions, such as discomfort or embarrassment felt in discussing aspects of the UC AGEPE program.

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## BENEFITS

There is no direct benefit to you anticipated from your participation in this study. However, your input will be valuable in improving the UC AGEF program. The study itself will benefit the UC campuses by helping them improve their diversity programs. It will particularly benefit current and future underrepresented minority academic professionals in the UC campuses by contributing to the development of an environment that is supportive of their academic careers.

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## CONFIDENTIALITY

Participation in any research may involve a loss of privacy, but your data will be handled as confidentially as possible. If information from this study is published or presented at scientific meetings, your name and other personal information will not be used. Absolute confidentiality cannot be guaranteed, but every effort will be made to protect it.

To protect confidentiality, we ask you and all other participants not to share what we discuss in this focus group with anyone who is not a part of this discussion group. We will take written notes about the focus group discussion but will not record your name or any other personal identifying information. Only researchers from Berkeley Policy Associates (BPA), the independent research firm, will have access to these discussion notes and participant information cards. These documents will be kept in a secured, locked facility at BPA, with limited access, and will be destroyed upon project completion.

The data collected during the discussion, including quotes of the statements made during the discussion and information provided in the participant information card, may be shared in a de-identified form with the UC Office of Presidents, the administering agency of the UC AGEF, for the purpose of future evaluation and research. These data will only be shared in unidentified forms.

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## COSTS/PAYMENT

There is no charge for you to participate in this study. We will provide you with a \$25 gift card in appreciation for your participation in the focus group. The gift card will be provided at the end of the discussion session. You will receive this gift card even if you decide not to answer some of our questions or decline to complete the participant information card.

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## RIGHT TO REFUSE OR WITHDRAW

You may decide at any time to end your participation in this focus group discussion, not complete the participant information card, or choose not to respond to a particular question. You will not be penalized in any way if you end your participation in this discussion, or choose not to complete the participant information card, or do not respond to a question.

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QUESTIONS?

If you have any questions about your rights as a research participant or if you think you may have been harmed as a result of your participation, please contact the Human Research Protection Program (HRPP) at UC Berkeley (Tel: 510-642-7461, Email: ophs@berkeley.edu), or write to: UC Berkeley, Office for the Protection of Human Subjects, 2150 Shattuck Avenue, Suite 313, Berkeley, CA 947704-5940.

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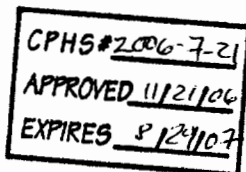
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UCLA

Dr. Shirley Hune  
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