

Notes from AERO-AOCE Adobe Connect Session: Friday March 3, 2017

Ottawa Carleton: Joint committee and Co-terminus Board (Representation from Research Depts, SO's, Chief Psychologists, Elementary and secondary reps) Meet 5x times a year to review applications.

TDSB: 6 members on the Review Committee (materials are reviewed) Meet 6 times a year (multi-disciplinary team)

Toronto Catholic DB: application form. Research Review Committee (more fluid) not a set number. Ad hoc nature with formal process. Different people depending on research focus.

Review of proposals (numbers vary)

Time consuming to review all the materials.

Lead reviewer and other members. Chair determines the agenda.

Form indicates one Board or the other or both Boards. Challenge: workload - re reviews - Public Boards generally receive more requests compared to Catholic Boards. Challenges: Logistics

Generally, the same information is asked by all Boards.

Chris Conley developed a form - was translated in French. Source: OERP site.

Challenges: ethics approval from the external researchers - from post secondary institutions - they do have ethics approval. The issues comes with private institutions - tend not to have ethics review processes

Agreement with Universities - requests need ethics approval before process can proceed

Timing of the ethics approval is not always aligned, can lead to multiple reviews

Challenges:

Large programming component included - is this programming acceptable? (Can be several hours of instructional time). Requires further discussion with curriculum departments.

Partnership agreements are sometimes included - when programming is involved. Hard to get a handle of all the programming that is taking place across the system. Discussions become circular.

Applications coming into different department within the Board.

Ministry requests or related projects (partnering with external researchers), e.g., CODE projects- sometimes don't go through formal applications, see themselves as internal. Don't see it necessary to go through application process.

Evaluation of a program or Research? Need to be clear on the focus.

Do Boards look at Ministry priorities when deciding on what to approve? Yes, however, Board priorities are also included.

TVDSB - Research requests have to be aligned directly with Board priorities..

Mutual benefit - certainly a factor that is considered.

TVDSB - A Study Completion form - that needs to be completed after study is completed. Helpful way to remind researchers to provide formal summary - (avoid 300 page thesis). Information relevant to Board

How to respond - requests from private businesses (for marketing purposes)? Want to test product with students. They want research results for marketing purposes whereas the Board wants the research - has had an positive impact on the students.

Requests from outside from education (e.g., health care related request). Review and decision is carried out on a case by case basis. (e.g, recruitment of participants). How information is being kept secure, etc.

University assigns a class research assignments that requires to collect info from schools. Just have practicum review process. They then approach Principals directly. How to deal professors who assign projects to students without any rigour or approval.. They tend to fly under the radar. Many don't feel they need to go through the process. To help mitigate this issue, School Principals are made aware of the review process. Challenge - keeping professors aware of the review requirements and application process.

Struggle between deciding on student research vs. graduate work.

Survey requests in competition with other system wide surveys. A lot of surveys come out asking the same questions (e.g., health related)

Requests to get access to large datasets. - Work collaboratively or just share the data file. These are challenges : time commitment to collating and confidentiality and data sharing policies.

Separate form for Data Request form (for large Board datasets) goes directly to research department.

Consent issues also comes into play with these requests for large data sets.

Share only data that has been de-identified, and aggregated.

Challenge- use of incentives (to participate in program or research, e.g., focus group). Encourage not to use incentives. Conditional approvals, pending changes to dropping incentives form proposals.

Providing PD for teachers, workshops, materials are more appropriate than incentives (token of thanks)

<http://www.edu.gov.on.ca/eng/research/OERP.html>

**Paula: Document compiled on Ethics and law on Research in Education
(<https://drive.google.com/open?id=0B89YnGsBxyn7WXVqV3ZDbHhfcEU>)**

Mariangela: Regarding Scenario #1 - at the TCDSB- All requests to conduct research (e.g., by external researchers, internal staff for doctorate, Ministry) - require an application (Regular application 4 deadlines; or an Expedited Review Application). This is a good practice - ensures all requests are documented, considered/reviewed, and can be tracked. When in doubt about which type of application is needed, the external applicant or TCDSB staff can check with the Chair of the Research Review Committee.

Consent

Have waived that condition (parental consent) for senior level in high school depending on the type of research.

Sign the form, take a picture, and send it.

On-line issue - still an area for further review - how will Boards deal with these types of research reviews.

Continue to collaborate

Collect a list of contacts in the research review process. So that we can call each other around issues.

**SLACK - App (interested in the group) to continue the conversation - with scenarios or questions.
Need an invitation**

Sarah Folino: Please join the Slack #external research channel for school board researchers who review requests for external research. Contact Greg Rousell (greg.rousell@granderie.ca) to be added to the group.

2009 - scan of research review process Susan Tilley, Brock. An overview. Could consider doing a scan again. - survey to Boards - understanding what practices and processes are being undertaken.