



Australia Catholic University's Living and Learning Communities (LLC)

Participant Information Letter – On-line Survey

Project Title: A review of Current Culture within Australian Catholic University's Living and Learning Communities (ACULLC) in Sydney, Ballarat and Canberra. ACU Respect.Now.Always program.

Application Number: (2021- 20H)

NOTE: The following information will be provided as a PDF document that is linked:

- to text within the consent section in the front matter of the survey
- and to a FIXED link in the navigational bar at the top of the survey

Dear Participant,

You are invited to participate in an online survey to assist Australia Catholic University's Living and Learning Communities (LLC) in evaluating the current cultural environment experienced by residents.

What is the project about?

The research project investigates the current culture of students within Australia Catholic University's Living and Learning Communities (LLC) in Sydney, Ballarat and Canberra. The aim is to obtain feedback from current students at ACULLC as to their experience of the culture at ACULLC. Based on the research feedback we aim to provide recommendations as to how best ACULLC can improve and support their students.

This is important not only for the current students but for those that follow you. By sharing your views you provide ACULLC with current first-hand information of what you are experiencing. With this information ACULLC can develop processes and procedures that address identified issues thereby ensuring that your voice is heard now and in the future. Your experience at ACULLC matters!

There are two parts to this project; 1) On-line Survey. 2) Online Focus Groups.

*This document discusses the **On-line Survey**.*

Who is undertaking the project?

This project is being conducted by Dr Hester Wilson and Dr Diane Spencer-Scarr of Student Life Research Ltd. Dr Wilson has a strong background as a medical practitioner with an interest in mental wellbeing, along with several years of experience in supporting students at a university college. Dr Spencer-Scarr having obtained her doctorate in the impact of digital technologies on human behaviour has a strong understanding of issues facing the current cohort of ACULLC students' transition into and out of university. She also has many years' experience mentoring individuals in both educational and business environments.

What you will be asked to do?

- You have been invited to participate in an anonymous on-line survey using the link provided by ACULLC.
- The survey take's most people about 15-30 min to complete depending on your answers.
- By submitting the survey it is deemed that you have given your consent for Student Life Research to use the data in an aggregated report that has NO personal identifiers.

Are there any risks associated with participating in this project?


As with any project this research project carries some risk. Two key possible risks have been identified; loss of anonymity and emotional distress. To reduce possibility of these risks, Student Life Research (SLR) will address the issues in the following way.

Anonymity.

- To ensure anonymity NO personal data such as name, contact details, or IP address will be collected.
- Should any identifiers slip through in open ended comments, the Lead Investigator will remove them before analysis begins.
- SLR will ensure the survey is hosted on a secure server and the survey will be removed from the hosting service once the data has been collected.
- ACULLC will provide you with a direct link to the survey.
- The survey and responses will be backed up to a standalone storage device and securely held by the lead investigator during analysis.
- On completion of the project all source data will be handed over with the final report to the ACULLC coordinator be stored for the mandatory 5-year period by ACU. Thereafter ACU may continue to store or deleted the data in accordance with the ACU Data Retention Policy.
- While your data will be stored securely and confidentially, in the event illegal activity is disclosed the researchers cannot guarantee a third party could not use some legal process to gain access to the data (e.g., subpoena or search warrant).

Emotional distress

It is possible that some survey questions may cause you unanticipated distress. To address this Student Life Research have provided the following support.

- There is general contact information for support supplied at the end of this information sheet.
- There will also be a fixed link in the header bar of the survey to the same support information.
- An image link to the same information  will be placed next to questions that are potentially more distressing. The link will take the user directly to support information.
- In addition to this you may contact us directly (Details below). Dr Wilson is a trained medical practitioner and well placed to assist or direct you to the appropriate source of help.

What are the benefits of the research project?

- The most important benefit of this project is that it gives you an opportunity to anonymously voice your views about the residential culture and more specifically about your experience at ACULLC.
- Armed with your feedback from this project Student Life Researchers will identify areas at ACULLC that are working well and make recommendations for improvement.
- A general benefit of this research is to provide an impartial evaluation of the culture at ACULLC in 2021 that can be used to identify trends that may help in long term planning.
- A specific benefit to participation in the survey is that your information provides statistical data to support identified cultural issues and trends facing students attending ACULLC. The survey gives statistical weight to your views.
- It should be noted that you may not personally benefit from participation in this project as cultural change is of its nature a process that takes time. You can however rest assured that your participation will be part of the recorded report that contributes to ACULLC's approach to improving processes and procedures that help students at ACULLC.
- At the end of the online survey you may choose to enter in an Uber Eats lucky draw prize offered by ACULLC. This has been offered by ACULLC in appreciation of your participation but it is no way linked to your survey data. The Student Life Research thank you page simply provides a link to the ACULLC offering which you are free to follow or not.

Can you withdraw from the project?

- Participation in this project is completely voluntary.
- You are not under any obligation to participate.
- Once you have submitted your survey you cannot withdraw, as surveys are non-identifiable.

Will anyone else know the results of the project?

- The results of the project will NOT be published to the wider community by Student Life Research.
- The results will be submitted to the ACULLC coordinator in the form of a report.
- The ACULLC coordinator will then distribute the report to the appropriate persons within Australian Catholic University's Residences.

Who do I contact if I have questions about the project?

- Dr Hester Wilson: student.life.research.info@gmail.com

- Dr Diane Spencer-Scarr: diane@spencer-scarr.com

What if I have a complaint or any concerns?

The project has been reviewed by the Human Research Ethics Committee at Australian Catholic University (2021- 20H). If you have any complaints or concerns about the conduct of the project, you may write to the Manager of the Human Research Ethics and Integrity Committee care of the Office of the Deputy Vice Chancellor (Research).

Manager, Ethics and Integrity
c/o Office of the Deputy Vice Chancellor (Research)
Australian Catholic University
North Sydney Campus
PO Box 968
NORTH SYDNEY, NSW 2059

Ph.: 02 9739 2519
Fax: 02 9739 2870
Email: resethics.manager@acu.edu.au

Any complaint or concern will be treated in confidence and fully investigated. You will be informed of the outcome.

Yours sincerely,
Student Life Research.

Dr Hester Wilson
(Chief Investigator)

Dr Diane Spencer-Scarr
(Lead Investigator)