

Foothill-

_____):

- A. Research proposal including the research methodology
 - B. letters of support, if available
 - C. IRB approval from the campus where the researcher/organization is located, if available.
- II. The institutional researcher will review the documents provided and submit additional questions to the researcher/organization as necessary.
 - III. The documents will then be presented to the appropriate vice president or president for approval.
 - IV. **7KH UHVHDUFKHU RUJDQLJDWLRQ ZLOO EH QRWLILHG RI**
 - V. The researcher/organization may be asked to enter into a Memorandum of Understanding.

- a) Are there benefits to Foothill-De Anza students ²can the results be used to improve student success?
- b) Are participants asked to reflect upon experiences or memories that may be unpleasant?
- c) What level of involvement is required of FHDA employees?
- d) Will FHDA be given access to the raw data?
- e) Does the research involve rewards that might suggest the College is supporting or sponsoring the work?