

INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN RESEARCH SUBJECTS

PROTOCOL SUBMISSION FORM

Project Information

Project Title: Understanding Historical Thinking

Principal Investigator (must be a UW-Green Bay Faculty/Staff Member): David Voelker

Unit or Department: Humanistic Studies

Phone: x2491 **E-mail:** voelkerd@uwgb.edu (all correspondence will be with the principal investigator)

Estimated Start Date: 5/07/2012

Note: This date should follow IRB review. Please allow at least 10 days for exempt or expedited reviews. Protocols requiring approval from full board will be reviewed at our next meeting.

Estimated Completion Date: 12/21/2012

Note: Projects continuing for longer than one year will require an Annual Progress Report.

Determination of Risk/Review Status

For a description of the review categories, please see the *IRB Policies and Procedures Manual* or see "[Determining if a Project is Exempt, Expedited or Requiring Full Board Review](#)" on the [UW-Green Bay IRB website](#).

Check the Appropriate Review Category for this Project (check one):

Full Board Review

Expedited Review

Exempt. If exempt, indicate the exemption number: 1 (exemption numbers can be found in the *IRB Policies and Procedures Manual* or [here](#))

Protocol Summary

Please complete every section. If you feel a section doesn't apply to your project, write "Not Applicable". Even though the text entry boxes are small, you have as much spaces as you need to fully complete each section.

PROJECT GOALS

- 1. Describe the purpose of the research project and importance of the knowledge to be gained from it.** I have designed "History 205: U.S. History from 1600 to 1865," with the purpose of helping students learn how historians develop interpretations of the past based on historical evidence. Rather than being a conventional "coverage-based" course, then, my version of the course is argument-based. The exams that I use in the course help me to assess students' abilities to make historical arguments, but I would also like to assess their meta-

cognitive awareness of how historians do their work. The brief questions I am using for this study will help me gauge how well students understand historical thinking. I will gather data from my own students as well as from another section of a similar course, taught by another instructor, without the argument-based approach. Making the comparison between my students and students from another course will help me gauge how my students' learning compares with those in non-argument based courses.

DESCRIPTION OF PARTICIPANTS

- 1. Describe the pool of participants with regard to sex, race or ethnic group, age range, etc. Justify the exclusion of any group.** The pool of participants is necessarily defined by enrolled students in my own Hist. 205 class and in a similar course, taught by another instructor. No student who is enrolled in these courses will be excluded.
- 2. Affiliation of participants (institutions, general public, students, etc.) and the researchers' relationship to the institution(s) where the research will be conducted (employee, member, volunteer, etc.).** The participants are students at UWGB, enrolled in introductory U.S. history courses.
- 3. Participants' general state of health (mentally and physically). If a requirement of the research is that the participants are to be in good mental or physical health, indicate who will determine and how.** Given that the questions asked for the study are in line with standard written exam questions and all subjects are enrolled students, I do not believe that mental and physical health are salient factors here -- except insofar as any student can opt out of the study without suffering any negative consequences.
- 4. If the participants are minors, mentally incompetent, or legally restricted groups, give an explanation as to the necessity for using these particular groups (please note that research with all of these groups requires Full Board Review).** All participants will be 18 or older. Students younger than 18 will be presented with the same opportunity to earn extra credit—they will suffer no penalties—but they will not be participants in the study.
- 5. Please use the space here for any other information you feel is relevant regarding the participants in project.** This project is a relatively straight-forward Scholarship of Teaching and Learning study.

PROCEDURES

- 1. Explain how you will recruit participants. Include who will contact, how the contact will be made, and how they will be enrolled in the study.** Participants will be informed of the study by their instructor in advance of the final exam, where the study will be administered. The informed consent statement will be attached to the extra-credit questions and brief survey that constitute the study.
- 2. Explain the information you will be gathering along with the means for collecting (i.e., the specific procedure participants will go through as part of this project) and recording it. Include where you will store the data during the study and after the study is complete.** The data will be collected via two extra credit questions (worth 1% of the course grade) and a brief survey completed on paper as part of the final exam for the courses in question. The data will be secured in Prof. Voelker's UWGB office. The data will not be removed from campus or stored in digital format until it is completely anonymized, at which point it will be stored on Prof. Voelker's secure network share.
- 3. Indicate any personnel who will be interacting with the participants or who will be present during a participants' participation. State the qualifications and roles of all personnel.** In addition to Prof. Voelker, the only other personnel involved will be the instructor of the control section, Bridgett Lowery.
- 4. State the location(s) where you will work with the participants (e.g., UWGB, in participants' homes, the Brown County library, etc.).** UWGB classrooms

5. **Indicate the total amount of time required of each participant. If you will be using multiple instruments/procedures, state the amount of time required for each instrument/procedure.** 10-15 minutes, as part of a regularly scheduled exam
6. **If you will reward (e.g., provide money, extra credit, gift etc.) participants, indicate the type of reward, when participants will receive the payment, and whether or not your participants will receive the payment if they drop out of the study. In the case of course credit, indicate how students who do not participate will be able to earn equal credit.** All students in the relevant classes will be able to earn the same number of extra credit points for answering the historical questions included in this study as part of their final exam. All students will receive the same number of points simply for answering the questions, regardless of the quality of the response. No student will be penalized for not participating in the study.
7. **If the project involves invasive medical procedures and/or stress testing, please state the qualifications of the person(s) performing the procedure.** Not Applicable
8. **Please use the space here for any other information you feel is relevant regarding the procedure.** Not Applicable

RISK/DECEPTION

1. **Describe in detail any risks you foresee (physical, psychological, social, legal, economic, etc.), the rationale for the necessity of such risks, and why alternatives may not be feasible.** I do not foresee any risk to students. The data I am collecting does not differ substantially from standard written exam questions.
2. **If you plan to conduct research involving investigations of a person, which has no benefit to that person, explain the following:**
 - a. **Extent of the risks.** Not Applicable
 - b. **Why you feel that the value of the information to be gained outweighs the risk involved.** Given that there is no foreseen risk, and data will be anonymized, I think that the benefits outweigh the risks. This study will help me evaluate the effectiveness of my course design, and it is part of a larger-scale Scholarship of Teaching and Learning project.
3. **If you will utilize deception in gathering your data, explain the following:**
 - a. **Justify and support the use of deception.** Not Applicable
 - b. **Provide a detailed written description of the debriefing process, which includes a complete explanation of the deception.** Not Applicable

SAFEGUARDING THE IDENTITY OF PARTICIPANTS

1. **State what you will do with the information obtained from participants. Describe which elements of your project might be openly accessible to other agencies or appear in publications.** The data will be detached from exams (and all identifying information removed) shortly after the exams are collected. All data will be anonymized before being analyzed. Data will then be used to assess the effectiveness of my course design as noted above. The results may be published, but no participant will be identifiable in any reports or publications based on this data.
2. **Describe what precautions will be taken to safeguard identifiable records or individuals. Specifically, describe the following:**

- a. **Describe the long-range use of data by yourself and others. Explain what you will do with the data upon completion of the study (i.e. destroy, etc.).** Within 3 years of concluding the study, I will destroy all of the written responses, retaining only anonymous data.
- b. **Describe specific procedures you will use to safeguard participants' data from unauthorized access. State how you will link the data to participants during your study. State how and where you will store the data and who will have access to it.** The paper responses will be secured in Prof. Voelker's office. All data will be anonymized shortly after the exams are collected, with no way of reestablishing any connection between particular subjects and the data. Electronic data will be anonymous and will be stored on Prof. Voelker's secure UWGB network share. Nobody else will have access to this data.
- c. **State whether or not human participants will be identifiable directly or through identifying information linked to the participants.** Participants will not be identifiable.

INFORMED CONSENT

1. **A description of how informed consent will be obtained (see the *IRB Policies and Procedures Manual* for more information about the elements of informed consent).** Student participants will review an informed consent statement and will check a box agreeing to participate in the study. (See attached consent statement and instrument.)

COOPERATING INSTITUTIONS

1. **Information about any cooperating institutions (hospitals, prisons, social welfare agencies, etc.) that are involved in the project. Please note that projects involving cooperating institutions must include an affiliation letter with each cooperating institution. The affiliation letter(s) should be written by a supervisor at the particular agency and serve as evidence that the primary investigator has been given permission to conduct research at the institution. You may not begin participant recruitment or data collection until you have submitted the signed affiliation letter(s) to the Institutional Review Board.** Not Applicable

Submission Checklist

Please indicate whether or not following forms and documents are included as part of your research proposal. If a section is not included, please use the space provided to write a short explanation for why it was not included. A description of these forms can be found in the *IRB Policies and Procedures Manual* on the [UW-Green Bay IRB website](#).

- **Consent Form:** Yes. No, please explain:
- **All Instruments/Materials Used in the Study:** Yes. No, please explain:
- **IRB Training Certificates for all Investigators:** Yes. No, please explain:
- **Cooperating Institution Letter:** Yes. No, please explain: Not Applicable
- Check this box to indicate that all investigators involved in this project have read *The Belmont Report* (can be found on the [UW-Green Bay IRB website](#)).
- Check this box to indicate that all investigators involved in this project have read the *UW-Green Bay IRB Policies and Procedures Manual* (can be found on the [UW-Green Bay IRB website](#)).

Signature(s)

Signing this document indicates that you have read and are familiar with the research protocol described above.

INFORMED CONSENT STATEMENT

Project Title: "Understanding Historical Thinking"

Principal Investigator: David Voelker, University of Wisconsin–Green Bay, 2420 Nicolet Drive, TH 331, Green Bay, WI, 54311. 920-465-2491.

Purpose of Research: This study is being conducted in order to determine the impact of course design on students' understanding of what historians do. This study could help improve history teaching and assessment techniques.

Benefits: All data for this study will be collected during normal class proceedings during the current semester. Your participation in the study will not require any extra commitment of time. Your participation is completely voluntary. There is no penalty of any kind for non-participation. Furthermore, data analysis for this study will not begin until after final grades for the semester have been submitted.

Risks: There are no foreseeable risks to participating in this study. If you feel that answering the questions has resulted in emotional distress, please stop and contact the researcher at the phone number above.

Procedures: Participation involves completing a very brief survey of basic demographic and educational questions and answering two brief questions about the study of history. These questions are included as an extra credit option on the final exam for this course, and you will receive extra credit worth 1% of the course grade for answering the 2 brief historical questions. (You can earn these extra credit points whether you choose to participate in the study or not. Simply answer the historical questions but do not check the consent box or complete the brief survey on the reverse page of the historical questions.) The data you provide will be assigned a random number and your name will be removed from the data before it is used for research purposes.

Safeguards: The information that you provide will be kept strictly confidential. Your participation is completely voluntary, and you may withdraw from this study at any time without penalty, prejudice, or loss of benefits to which you would otherwise be entitled. Questions concerning the research should be directed to Professor David Voelker at 920-465-2491 or voelkerd@uwgb.edu. This project and this consent statement have been reviewed by the Institutional Review Board at the University of Wisconsin–Green Bay, which ensures that research projects involving human participants follow federal regulations. Any questions or concerns about your rights as a research participant should be directed to Professor James Marker, Chair, Institutional Review Board, University of Wisconsin–Green Bay, at 920-465-2230 or marker@uwgb.edu.

Note: You will receive extra credit valued at 1% of the final course grade for responding to the following questions. You will receive full credit whether or not you choose to participate in the "Understanding Historical Thinking" study. Please do not write your name on this page.

Please briefly describe and explain, in your own words, what historians do. In other words, how do historians study their subject, and what are their goals in doing so? Be as detailed as possible in the space provided.

Please give 1–2 specific examples of what historians do. In other words, describe specific examples of how historians carry out their work. Be as detailed as possible in the space provided.

Please do not write your name on this page.

By checking this box, I acknowledge that I (a) am at least 18 years of age, (b) have read the informed consent statement (attached) and had any questions answered, and (c) agree to participate in the study by answering the following questions. Further, I confirm that I understand that I will receive the same extra credit for answering the two questions on the previous page whether or not I agree to participate in the “Understanding Historical Thinking” study.

If you have agreed to participate in the “Understanding Historical Thinking” study, please answer these survey questions to the best of your ability. This sheet will be detached from your exam after you receive extra credit for answering the two questions on the previous page. Your responses here will not be connected to your name in the data collected for this study.

1. What is your sex? _____
2. What is your race? _____
3. What is your age? _____
4. How many semesters of college courses have you taken, including the current semester?

5. How many college-level history courses have you taken—not including this course? _____