

PROPOSAL FORM

Form Approved Fall, 2020
Institutional Review Board



Institutional Review Board

Section I: Proposal Information

Project title and contact information.

Project Title: Personality and Meaningful Work

Please provide a brief descriptive title.

Date of Proposal: October 1, 2022

Starting and Ending Dates of Project, if approved: October 10, 2022 - April 1, 2023

Project Personnel

Principal Investigator: Rollins T. Foxx Office: _____

Phone Number: (444) 444-4444 Email: rtfoxx@rollins.edu

Department: Psychology

Source of Project Funding: None

Qualifications of Principal Investigator:

I am a senior Psychology major with completed course work in Statistics and Research Methods I and II and Industrial/Organizational Psychology. I am familiar with Qualtrics and SPSS.

Name/Rank/Title/Department/Role of other investigators:

Dr. Karl Young, Professor of Psychology, will be serving as my faculty advisor and sponsor for my Senior Honors project.

Student researchers must include the name of the supervising faculty member.

Section II: Risk Category

Please answer these questions to the best of your ability. IRB will make the final decision on these categories.

1. Do you believe your proposal requires Institutional Review Board review? If your research proposal meets one of the criteria below, then you must receive Institutional Review Board approval before gathering data/information from research participants:

- Requires the collection of biological specimens (i.e. urine, bodily fluids, blood, tissue, etc.)
- Involves vulnerable populations (e.g. children under the age of 18, or participants who are incarcerated or mentally ill).
- Includes collecting sensitive private information where anonymity or confidentiality of responses cannot be guaranteed.
- Requires gathering data/information for the purpose of publishing any findings externally.

Note: Most pedagogical activities that occur during class, such as gathering data from students as part of class assignments/exercises do not require review.

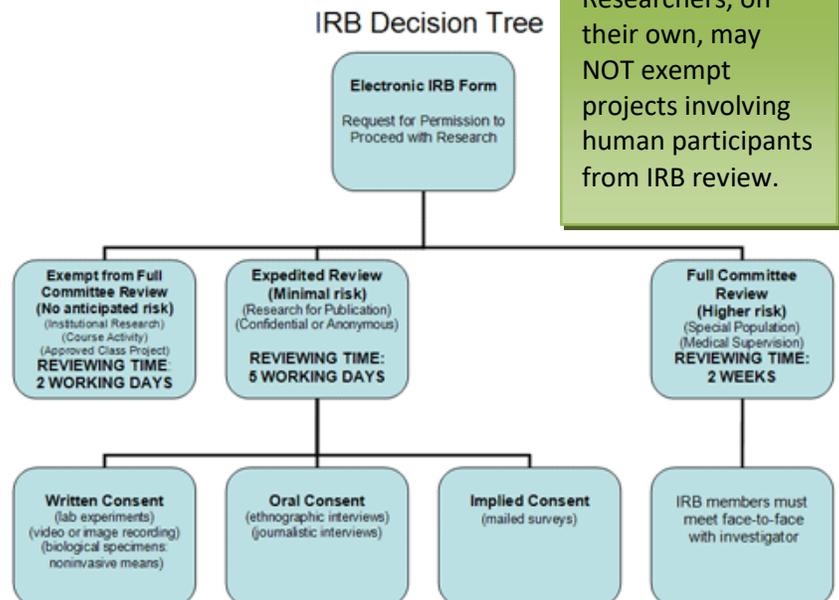
Requires Review?

Yes No

All submissions are initially screened by the Chair of the IRB regardless of this response. Researchers, on their own, may NOT exempt projects involving human participants from IRB review.

2. Select a Risk Category for your proposal:

- **Exempt** (No likely risk): Proposals are read by the chair of the IRB and returned with 2 working days.
- **Expedited** (Minimal risk): Proposals are reviewed by the committee and returned within 5 working days.
- **Full** (Higher risk): Review requires the investigator to meet with the IRB members. Allow at least 2 week for full review.



Review Category?

Exempt

Expedited

Full

Section III: Project Details

Information in this section will aid the IRB in evaluating potential risks to human subjects and likely success of safeguards in place. Please see the IRB website for additional information about this process. Please note that a success proposal requires Informed Consent from participants and minimizing of stress, pain, deception, and physical or psychological harm.

Goals of the Research

Please describe the purpose of your project in language that an educated lay audience can understand:

The purpose of this project is to investigate the relationship between personality traits and the experience of meaningful work. While much research has focused on altering features of the work environment to increase worker well-being, recent studies suggest that well-being may be linked to individual difference variables such as personality. To investigate the role of personality in the experience of meaningful work, this study will survey a sample of working adults using the Work and Meaningfulness Inventory (WAMI) and a measure of Big Five Personality traits as well as an empathy scale. This is a new area of research which has not been systematically investigated.

Please provide a clear and concise summary of the purpose of your study. If understanding the purpose of the study requires specialized knowledge/terms, explain key concepts and terms to facilitate understanding. Make sure to proof read your description for typos and avoid confusing technical terms.

What benefits, if any, may accrue as a result of this research?

Although this is primarily basic research designed to expand our understanding of the relationships between personality and work meaningfulness, the findings could have applied implications if personality traits predict the experience of work meaningfulness. Depending on the strength of the relationships or predictive power of the personality variables, organizations might consider incorporating these personality measures into selection procedures to identify job candidates likely to experience greater meaningfulness at work and perhaps other positive responses such as job satisfaction and organizational commitment.

Note that the expansion of knowledge is a recognized benefit of research. Not all research is designed to address applied questions. However, research involving human participants that provides no benefits of any kind is problematic since it imposes real costs on people in terms of time and effort. The IRB rarely encounters research that is not potentially beneficial in some way.

Recruitment of Participants

How will you select individuals to participate in your research? Please submit proposed text of advertisements if appropriate. Will participants be compensated? If participants leave the study early, will they be eligible for compensation?

Participants will be recruited from Holt undergraduate classes to obtain a sample size of approximately 50 individuals who have been in a career field for one or more years at time of survey. To protect the identity of the participants, no names will be used; however, participants will be asked for their age, gender, ethnicity, and occupation field in order to obtain adequate demographic information to describe the sample.

Participants will not receive any compensation for their participation in the survey. Participants will receive an email inviting them to participate in the study along with a link to the online Qualtrics survey. The email will state:

As part of my senior research project investigating perceptions of self and work, I am conducting this online survey. Although the survey is primarily designed to provide data about individuals' attitudes and beliefs about themselves and their work, the project also may provide useful research information for exploring how people understand the meaning and purpose of their work. You are invited to participate in this project by clicking on the link below and beginning the survey. No names will be collected and all data will be stored in a secure password protected computer. I realize that you have many competing demands on your time so your support of this project is greatly appreciated.

(online survey link will go here)

Best regards,

Rollins T. Foxx
Senior Psychology Major
Rollins College

In addition to the general recruitment strategy, the IRB needs to see the specific recruitment materials (flyers, emails, social media posts) the researcher plans to use. IRB members must see what potential participants will see in order to adequately review the proposed research protocol.

Potential Risks: Vulnerable populations, Deception, Consent

How will you obtain **Informed Consent** from participants? If consent is written, please submit the proposed Consent Form with your proposal. Are participants **aware** of how their responses will be used (i.e. confidential or anonymous) and that they can **terminate their participation** in the study at any time, even after they have provided data/information? Will participants be **deceived** as to the goals of the study and, if so, will you provide a **debriefing** of participants? If debriefing is written, please submit proposed debriefing information with your proposal. Please address any and all relevant issues in this section. If the research is to involve **vulnerable populations** (e.g. children under the age of 18, participants who are incarcerated or mentally ill) please describe any special risk factors and safeguards as appropriate. (For example, consent from a family member may be required for mentally ill participants or children.)

Prior to beginning the survey, participants will see a screen describing the survey followed by an informed consent statement explaining that their data will remain anonymous and they may terminate the survey at any time. However, they will also be informed that their data will not be useable if they terminate early. Participants will not be deceived in terms of the goals of this survey and all participants will be 18 years or older and in their job field for one or more years. Individuals who respond that they do not consent to take the survey or indicate they are less than 18 years of age will automatically exit from the survey.

Please see the attached pdf of the Qualtrics survey packet for the consent form and complete survey.

Any potentially sensitive data should be stored in a secured place with access limited to individuals working directly on the research project.

Note that participants must be at least 18 years old to sign an informed consent form. Otherwise, parental consent is required and the IRB must conduct a full review. Make sure to specify how you will ensure this age criteria in your study.

The IRB must review the actual consent form you plan to use so this must be included with the IRB submission materials – in this case it is imbedded in the Qualtrics survey. If verbal consent will be used, the script for obtaining the informed consent must be submitted.

In addition, all questions asked via surveys, interviews, focus groups, etc. must be included in the IRB submission. Stimulus materials (e.g. pictures, videos, music) that are manipulated in experimental research must also be submitted for review. Materials that cannot be digitally presented, such as a sweet flavor or bad odor, must be described in detail.

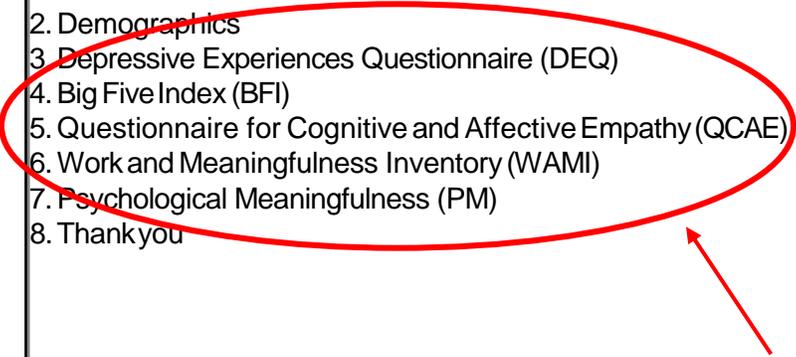
Methodology

Please describe your research method in specific detail so as to enable the Review Board to assess exactly what data/information you plan to gather from participants and exactly how you plan to gather such data/information. Include discussion of your safeguards to ensure the anonymity or confidentiality of data/information gathered from participants. Please describe the methodology of your research in language an educated lay audience can understand. Please submit, along with your proposal, any additional materials that will help the IRB evaluate the method such as questionnaires, stimuli, interview questions, references, or web links.

The present study will utilize self-report measures (e.g. questionnaires) to better understand the relationship between meaningfulness of work and personality.

The online survey (see attached) will be distributed using Qualtrics and is composed of previously published questionnaires:

1. Informed consent
2. Demographics
3. Depressive Experiences Questionnaire (DEQ)
4. Big Five Index (BFI)
5. Questionnaire for Cognitive and Affective Empathy (QCAE)
6. Work and Meaningfulness Inventory (WAMI)
7. Psychological Meaningfulness (PM)
8. Thank you



If standardized measures are used, make sure to identify them by name

Section IV: Assurances

By signing, you affirm the statement below. Simply type your name in the space provided on proposal submission. Electronic signature (just type in your name) are permitted.

Assurance Statement

The information provided herein is accurate to the best of my knowledge. Procedures involving human subjects will be performed by trained personnel in accordance with the methods outlined in this proposal. Any changes will be communicated to the IRB Chair prior to implementation.

Include signature and date:

Principal Investigator:

Rollins T. Foxx

10/1/2022

Remember to sign and date
your IRB submission!