

PgCert Academic Practice in Art, Design and Communication

Action Research Project Ethical Enquiry Form

Participant name: Shade Abdul

Cohort: 3

Tutor name [delete as appropriate]: Liz Bunting / Rachel Marsden

1. What is your research question?

How might co-production be embedded into a socially engaged pedagogy?

2. Who will be providing you with information to help you answer your question, and how will you approach and/or select them?

Delete as appropriate:

Students at UAL
Staff at UAL
Haringey Council
Residents
Other Partners and Collaborators

How will you approach and/or select from each category?

The students will be asked to participate in three key exercises that seek to explore co-production:

1. Working individually and then in groups to introduce themselves using a brief that scaffolds the exploration of identity and positionality
2. Co-producing a manifesto as a design studio that frames the principles for engaging with residents on an estate Tottenham
3. Establishing the design studio on the estate for the first semester.

The students will be informed of the research study during the second design studio session and the idea that we are exploring how co-production might work as part of a design studio setting using Participatory Action Research. The methods that will be used to collect responses will be as follows:

- Noting of conversations during tutorials that will interspersed with prepared questions
- Anonymised questionnaires

The students will be allowed to opt-in or opt-out of the research. The option to choose to participate or not is considered more important than risk of having skewed selection of students that might lean towards those that are more confident or are more extroverts.

I teach the design studio with a co-tutor, so I will also seek their feedback using interviews.

The studio is in discussion about collaborating with Haringey Council and other organisations supporting residents on the estate. As part of the exploration of basing the studio on site, Haringey Council, residents and collaborators will also be asked to participate in the research. The participation of residents will be very selective as there is a risk engagement fatigue given that the residents are been consulted on actual changes to the estate that will be realised, alongside CSM students and further to this, potentially by one of the tutors.

3. What will you be asking participants to do?

For example:

- Consent to their participation in [activity x] being observed and/or documented.
 - Complete a questionnaire about their experience of [x] (include draft questions).
 - Take part in a focus group on [x] (attach a plan/structure for the focus group).
 - Respond to an e-mail with three questions about [x] (state the questions).
- Students will be asked to complete anonymised questionnaire about their experience of the introductory tasks, co-production of principles for engaging with residents on-site and being based on site.
The questions would be as follows:

*How did you find the 'introductory task' as the first task of the academic year?
Did you feel that you had adequate information to progress the task?
What were your thoughts and reflections on the task including what it was aiming to do?*

- For the second activity, which was the production of the manifesto for conducting Ethnographic Research, students will be asked to complete anonymised questionnaire. (All questionnaires will be accessed online using a platform such as 'Typeform').
- At the end of semester, I will run use methods questionnaire and a focus group to capture the experiences and learnings from the on-site studio sessions
- For Haringey Council, other partner organisations and selected residents, I will use email to ask questions about their collaboration with CSM students and tutors. The questions would be:

*How did you find the collaboration process and do you have some reflections that you would like to share?
Are there any aspects that you would change or the collaborators could have approached differently?
Have you or your team benefitted from the collaboration?*

4. How will you get informed consent from these participants?

Even if you only intend to collect and use information directly from your students' normal activities, you should still a) seek their consent for you to use this information for the purpose of your research and b) ensure they are able to opt out from their data being used, while still being able to take part in the activity. You should also consider how you will avoid disclosing your participants' identity should they wish to participate anonymously. This doesn't mean you can't use video, images etc – it just means participants need to have given their consent for images or footage of themselves to be used in this way.

You might use a consent form that also provides information about your enquiry. However, you should consider how the use of such a form might influence the outcomes of the activity you have in mind. You may decide that verbal consent, or retrospective consent, is more appropriate. If you are ONLY collecting data through a form or questionnaire, you can obtain informed consent through the form itself (using a checkbox or statement of assumed consent with a link to supporting information).

Whatever method you use, participants must be able to *access information* about the study so they know what they are consenting to, and they should be *allowed to withdraw their consent* if they change their mind. There are examples of Participant Information and Participant Consent Forms on Moodle for your reference.

<p>5. What potential risks to the interests of participants do you foresee and what steps will you take to minimise those risks? A participant's interests include their physical and psychological wellbeing; their commercial interests; and their rights of privacy and reputation.</p> <p>There is usually some kind of risk. Is it possible that some participants might find their involvement stressful or embarrassing? Is it likely to raise strong emotions? Are you asking them to give you their time (and more)? Are there any barriers to access or participation for participants? How might you mitigate these risks? Are there any practical considerations of health and safety?</p> <p>There is a risk that students might find being based on site an uncomfortable or unengaging experience. Student engagement is critical to the course delivery, so experimenting with the idea of working outside the university frequently is a significant risk to that. To mitigate that, I am remaining vigilant about embedding co-production as part of the studio culture, which I hope we help the students to see themselves as a community/collective. My hope is that this will allow the students that engage with the process to spread that interest and enthusiasm to others. It might increase relational dependency and accountability.</p>
<p>6. What potential risks to yourself as the practitioner do you foresee and what steps will you take to minimise those risks?</p> <p>Are there any potential risks to you? How can you remain safe throughout your project? Could your project be experienced as 'emotionally demanding' (University of Sheffield 2018) in focusing on traumatic or sensitive subjects? For example, if you are interviewing a student one-to-one, should you do so in an open place? Are there structures and/or resources you need to put place to support your safety and wellbeing during your project?</p> <p>I can't see any potential risk to myself at this time other than managing the additional workload that the research brings.</p>
<p>7. Does your project involve children or vulnerable adults e.g. a person with a learning disability?</p> <p>Delete as appropriate: YES</p> <p>If yes, describe the extra measures you will put in place to safeguard vulnerable participants:</p> <p>There is a student in the cohort that has an Individual Support Agreement. I will be check-in through tutorials to find out how she is finding the process.</p>
<p>8. How will you store the information you gather from participants?</p> <p>You will need to think about how you store the information you collect from/about them, especially if you have offered your participants anonymity. You should also consider how long you will retain it for.</p> <ul style="list-style-type: none"> • Will you separate personal identifiers (e.g. names, student numbers) from other information? How? • After your enquiry, which of your data sets will you retain, how long for, and for what purpose? How will they be stored? • Which of your data sets will you destroy? Why? How will you ensure its confidential disposal?
<p>I confirm my responsibility to deliver the project in accordance with the Code of Practice on Research Ethics of the University of the Arts London (the University). In signing this form I am also confirming that:</p>

- a) The form is accurate to the best of my knowledge and belief.
b) I understand and accept that the ethical propriety of this project may be monitored by the relevant College Research body and/or the University's Research Ethics Sub-Committee.

Signed: _____ Date: _____

I support this project and have reviewed it with the participant:

Signed: _____ Date: _____