
Crim 321 Term Project Ethics Proposal/Review

The place to begin with this assignment is to complete the TCPS Ethics Tutorial you will find at <https://tcps2core.ca/welcome>, as SFU does not allow anyone to go through ethics review until they have completed the tutorial, and you cannot begin your project until your project proposal is reviewed and approved. It will probably take about 4 hours to complete all the modules; you do not have to do them all in one sitting. After you complete the tutorial, the next thing you need to do is to put your plan in a proposal that explains how you have dealt with the various ethics issues that are involved in your research. The proposal should include the following information. Feel free to simply include this list of questions with your responses to each:

1. What is the general topic area that you will be doing your oral history in? (e.g., making the decision to emigrate; the path to divorce; rehabilitation from serious injury; a career in policing).
2. Describe briefly the sorts of questions you plan on asking, so that the level of sensitivity of your questions are clear.
3. Who will you be doing your oral history with? [No name necessary here; describe more generally how they are relevant to your research question.]
4. Do you have an existing relationship with that person? If so, describe. Are they free to say “no”?
5. Is your project “minimal risk” according to the TCPS and SFU’s ethics policy? Explain.
6. I assume you will be asking for consent orally and will record in your field notes that the person consented. State that or, if you plan on doing something different, explain what you will do and why that would be more appropriate.
7. You should make clear in your information sheet (see #8 below) that any information your participant gives you will be “completely confidential.” Explain how you plan on maintaining the confidentiality of the information you will be gathering. If confidentiality is not important, or undesirable, please explain why that is the case.
8. Prepare and submit a separate “information sheet” (sometimes known as a “consent statement”) that you can give/read with the participant when you ask for their consent. It should
 - a. include a brief statement of what the study is about and what their participation will involve if they decide to participate;
 - b. explain any risks that participation might have, and what you will do to mitigate those risks;
 - c. describe how you will manage their data (e.g., password protected file; using encryption; anonymizing)
 - d. indicate what use you will be making of the information they share (i.e., to create a report for a class project); and
 - e. have a statement near the end that if there are any issues or complaints they have about their participation, they should get in touch with me at palys@sfu.ca.
 - f. You should finish with three final questions: (1) whether they have any questions (which you should answer fully and honestly); (2) whether they would like to participate; and (3) whether it is okay with them for you to record the interview.