LETTER OF CONSENT TO PARTICIPATE IN A RESEARCH PROJECT

RESEARCH PROJECT TITLE

Strengthening Farm-Campus-Community Connections: Exploring Campus-Community Food Sovereignty Through Campus Farms

PREAMBLE

Please read the following information concerning the study to be conducted and sign below if you agree to participate.

PURPOSE OF THE STUDY

Erik Chevrier, Ph.D., Part-Time Professor in the Department of Environment, Agriculture and Geography at Bishop's University, Sherbrooke, Quebec, is conducting this study with students enrolled in AGR 260: Methods for Studying Sustainable Foodscapes, who will participate as supervised student researchers. This interview gathers comparative information from campus farms and related initiatives at other post-secondary institutions about their purposes, activities, organization, and campus-community relationships.

PROCEDURES

If you agree to participate, you will take part in one 20–30 minute semi-structured interview online using Microsoft Teams with three AGR 260 student researchers. The questions address your campus farm or related initiative, its connections with the campus and surrounding community, benefits and challenges, and lessons that may be relevant to campus farms. With your consent, Microsoft Teams will record and transcribe the interview. Students will review the transcript for accuracy and use NVivo, under the supervision of the principal investigator, to analyze the interview data. There is no payment or incentive for participating.

VOLUNTARY PARTICIPATION AND RIGHT TO WITHDRAW

Participation is completely voluntary. You may decline to answer any question, ask to stop the recording, or end the interview at any time without consequences. You may also request that some or all of your interview data be withdrawn until November 16. If you withdraw before this deadline, the research team will delete the relevant recording, transcript, quotations, and associated research materials. After November 16, the research team may have incorporated the data into the class analysis, making it difficult to identify and remove all uses of the data.

CONFIDENTIALITY

The data will be accessible only to the principal investigator and AGR 260 student researchers who require access for the approved research activities. Electronic files will be stored on password-protected Bishop's-

approved systems and, when needed during the course, on password-protected computers used by supervised student researchers. Consent forms will be stored separately. Microsoft Teams recordings will be deleted after the transcripts are checked for accuracy. At the end of the course, students will transfer required research materials to the principal investigator and permanently delete their copies. The principal investigator will retain the de-identified transcripts, NVivo files, consent records, and related materials for five years, after which electronic files will be deleted and paper records shredded.

Findings may be shared in reports, presentations, teaching materials, or scholarly publications. You may choose to be identified by name and institutional affiliation, use a pseudonym, or remain anonymous. You may also decide whether your institution or farm may be identified and whether quotations may be attributed to you or your organization. If you choose anonymity or a pseudonym, the research team will remove your name and other unnecessary identifying information from transcripts and materials used for analysis and dissemination. Complete anonymity cannot be guaranteed because distinctive roles or recognizable initiatives may allow someone familiar with the setting to infer your identity.

If you agree to be identified or quoted by name, the research team will follow the choices you make on this form. You may ask to review any quotation that will be attributed to you by name before publication.

POTENTIAL RISKS

This study presents minimal risk. You may feel uncomfortable discussing institutional relationships, barriers, or challenges. If you choose to be identified, comments attributed to you could also be connected to your professional or institutional role. If you choose anonymity or a pseudonym, someone familiar with your institution or role may still infer your identity from contextual information. You may decline any question or stop the interview at any time. The research team will limit unnecessary identifying details and follow the identification choices you make on this form.

POTENTIAL BENEFITS

Participation provides an opportunity to share your experience and knowledge about campus farming and campus-community relationships. This study intends to contribute to broader knowledge about campus farms and campus-community food sovereignty. While participation may not result in a direct personal benefit, your experience will contribute to the comparative knowledge developed through the study.

CONTACT INFORMATION

Erik Chevrier, Ph.D. can be reached at echevrie@ubishops.ca. If you have any concerns regarding this research project, you may contact the Office of Research and Graduate Studies at researchoffice@ubishops.ca.

CONSENT (DECLARATION OF PARTICIPANT)

I have read and understand the terms of the present consent form. I have made this decision based on the information I have received about the study, and I accept its stipulations.

I hereby agree to participate in this study under the terms described above.

Recording and transcription:

☐ I consent to the interview being recorded and transcribed using Microsoft Teams.

Identification preference:

☐ Identify me by name and institutional affiliation

☐ Use a pseudonym

☐ Keep my identity anonymous

Institution/farm:

☐ My institution or farm may be identified by name

☐ Use a pseudonym for my institution or farm

☐ Do not identify my institution or farm

Quotations:

☐ Quotations may be attributed to me according to my identification preference above

☐ Quotations may be used without identifying me by name

☐ Quotations may be attributed to my pseudonym

☐ Do not use direct quotations

_____ _____

Name of participant Date

_____

Signature of participant

N.B.: The participant will receive a copy of the signed consent form, and the principal investigator will retain the research copy.