LETTER OF CONSENT TO PARTICIPATE IN A RESEARCH PROJECT

RESEARCH PROJECT TITLE

Strengthening Campus-Community Food Sovereignty: Exploring the Role of the SAFS Club at Bishop's University

PREAMBLE

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

PURPOSE OF THE STUDY

Students enrolled in AGR 260: Methods for Studying Sustainable Foodscapes at Bishop's University are conducting this study as part of a supervised course research project. Erik Chevrier, Ph.D., Part-Time Professor in the Department of Environment, Agriculture and Geography and principal investigator, supervises the student researchers. The study aims to generate knowledge and ideas that may benefit the Sustainable Agriculture and Food Systems (SAFS) Club by exploring how the club could contribute to campus-community food sovereignty through initiatives, partnerships, and collaboration among students, campus clubs, the Sustainability Office, faculty, staff, administrators, and surrounding communities. The World Café will gather participants' experiences, priorities, and ideas to help inform the club's future discussions and activities.

PROCEDURES

If you agree to participate in the research component of the World Café, you will take part in a small-group discussion lasting approximately 1.5 hours. The World Café will be hosted by Erik Chevrier, and AGR 260 students will serve as note takers at each discussion table.

The discussion will explore potential initiatives and partnerships for the SAFS Club; the resources, relationships, funding, institutional support, and other conditions needed to develop and sustain them; possible barriers; and opportunities for participation, shared decision-making, leadership, and ongoing collaboration.

The World Café will not be audio- or video-recorded. Student note takers will document the discussion but will not record participants' names or unnecessary identifying information. An accompanying food-related or social activity may take place before or after the World Café. This activity will not be used as research data. There is no payment or incentive for participating.

VOLUNTARY PARTICIPATION AND RIGHT TO WITHDRAW

Participation in the research component of the World Café is completely voluntary. You may decline to answer any question, ask the note taker not to record a comment, ask that a comment be removed from the notes during the discussion, or leave at any time without consequences. People may attend the broader event without participating in the research and may join a designated table where discussion will not be documented as research data. Because the notes will not identify individual speakers, it may not be possible to identify and remove your contributions after the event.

CONFIDENTIALITY

The World Café notes will be accessible only to the principal investigator and AGR 260 student researchers who require access for the approved research activities. Students will avoid names and unnecessary identifying information. Paper notes will be stored securely, transcribed into NVivo, checked for accuracy, and shredded. 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. 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 NVivo files and related materials for one year, after which electronic files will be deleted and remaining paper records shredded.

World Café participants will not be identified individually in reports, presentations, or publications. The research team will report themes, differences, concerns, and possibilities rather than attribute comments to individuals. Other people at your table will know your identity and hear what you say. The research team cannot guarantee confidentiality among participants. Everyone will be asked to respect the privacy of others and not attribute comments to individuals outside the event.

The event may include students, SAFS Club members, faculty, administrators, staff, and community partners. These relationships may affect how comfortable some people feel speaking openly. Where appropriate, participants may be grouped with others in similar roles or constituencies to support open discussion.

POTENTIAL RISKS

This study presents minimal risk. You may feel uncomfortable discussing campus-community food initiatives, institutional relationships, priorities, barriers, or concerns in a group setting. You may decline any question or leave at any time. Small-group discussions and, where appropriate, table groupings by constituency will help reduce these pressures. Confidentiality is also limited because other participants will hear your comments.

POTENTIAL BENEFITS

Participation may provide an opportunity to contribute knowledge, experience, priorities, and ideas about how the SAFS Club could support campus-community food sovereignty through initiatives, partnerships, and wider participation. Participants may also learn from the perspectives and experiences shared by others during the World Café. While participation may not result in a direct personal benefit, the findings may help inform future discussions, research, and possible initiatives involving the SAFS Club and campus and surrounding communities, and contribute to broader knowledge about campus-community food sovereignty.

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 understand that the World Café is a group discussion, that other participants will hear my comments, and that the research team cannot guarantee confidentiality among participants.

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

_____ _____

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.