

ARF 2017-18 Preliminary Plan of Activities

ACTIVITY	DATE	NOTES
Review and sign initial contract and complete the pre-survey	By Aug 4	Link: http://oregonstate.qualtrics.com/jfe/form/SV_eDjwTXIAI1DQXE9
Complete CITI Training.	By Aug 15	You must complete and pass the “Group 1: Social/Behavioral Research Investigators and Key Personnel” CITI Course for the use of Humans in Research. Once a passing score (80%) is obtained, the CITI system automatically generates a certificate of completion and forwards it to the OSU IRB. No further documentation of completed education is required from OSU study team members. Use your OSU email address for the primary and institutional addresses. Do not use personal or non-OSU email addresses.
Individual IRB Meeting(s) Refining research plan through preparing IRB. IRB submission (if applicable) or Submit IRB determination form	By August 22	The ARF Team will assist you in setting up an individual 30-minute consult with IRB and help in preparing you for that meeting and/or provide partnership in completing your IRB submission as needed. You can also opt to set up a meeting on your own https://oregonstate.qualtrics.com/jfe/form/SV_5bfKMZmdCWZBoMd , If you are conducting study in fall-term you will need to meet this deadline. http://research.oregonstate.edu/irb/does-your-study-require-irb-review
Action Research Kick off Forum	Fall Term Week Zero	Action research vs. experimental design. Establishing working groups. Addressing early questions about methodology and study design.
Using CORE for student Data	Fall Term Week 3	Learning and Q&A session on student data access, data use, and CORE.
Research Group Gatherings	Winter Week 1	Meet in small research groups to discuss data collection issues, refine project plans, and plan for data analysis.
Full Cohort Gathering	Winter Week 4	Addressing a special topic (TBD) identified by the ARFs
Research Group Gatherings	Spring Week 3	Meet in small research groups to discuss analysis, interpretation and dissemination of results.
ARF Poster Showcase	Spring Week 9	A celebration of ARF work, includes administrators, department chairs, peers, and the full ESTEME@OSU community. ARFs are required to present a poster at the showcase.
Take the ARF Wrap-up online survey and submit posters and other products from ARF work.	Summer	Fellows continue to have access to the ARF and ESTEME@OSU communities and support after the end of their fellowship.