



## Student Panel

December 9, 2017

Meeting

10:00 AM – Noon

## Meeting Summary

### Welcome and Introductions

Attendees: Lauren Hayes, Kate Berghuis, Caroline Pittard, Souhila El Moussaulli, Kacy Yankowy, Bridget Cauley, LaToya Vaughn, Rachael Ratliff

### Subcommittee Updates

- Souhila gave an update on her conversation with the judges. Noted final approval would need to come from the Chief Judge. The letter was submitted to the Chief Judge along with the potential time frame. She noted concern with the time frame as the judges tend to be busy in January as a result of the holiday. Discussed response from judges regarding audio recording of interviews. She noted they were informed that audio would be destroyed after interview analysis and that they would not be identified. She noted that she would
- Literature review group (Bridget, Carolyn, and Kacy) discussed items they were able to find. They noted that there were not many resources regarding judge interviews but more from the foster parent perspective. LaToya will request that Jay Miller send links to literature reviews or specific articles.
- Data Analysis group (Lauren & Kate). Discussed timeline concerns and how comprehensive exams will interfere with data analysis after March. Panel discussed interviewers giving data/audio to analysis group immediately following interview in order to get data analyzed efficiently. The group discussed the type of analysis (eyeball method – qualitative method).
- The panel discussed designating a subcommittee to finalize the paper (introduction, conclusion, etc.)

### CITI Training and Verifications

- Everyone present at this meeting noted that they have

completed the CITI training. LaToya and/or Lauren will send an email to Heather and Meryem regarding their completion of the training with request of their certificates.

IRB Submission – Jay sent notice that he has been in contact with the IRB. He noted the following: *IRB stuff is pending. I had a conversation with them yesterday and they seem to think the IRB may not need to be approved, based on how the interviews will be used (this is similar to a project one of the CRPs did a few years ago). Once a decision is made about the IRB, we will move forward with the interviews. I will meet with folks RE: prep for the interview (though some of the folks already have research/interview experience).*

Timeline for Research- The panel discussed timeline to complete research project.

- Schedule training with Jay between January 2-13.
- Schedule interview with Judges – face to face or via phone. Interview committee will contact Judge’s secretaries to schedule 20-45 interviews with Judges.
- See if Jay can follow-up with the Chief Judge to see if she has any questions or concerns regarding the students conducting the interviews as well as the data potentially being published (not including any identifying information).
- Complete interviews by February 28. Interviewers will submit data to analyzers upon completion.
- Data analysis completed before April 1. The panel discussed modes of recording data and distributing it to the analysis group
- Literature review complete by April 1. Literature reviewers will submit their review to the analyzers by April 1.

Next Steps for each subcommittee

- Interviewers: Heather will work with Souhila to get interviews scheduled. Jay will follow-up with Chief Judge to answer any questions and to ensure the Judges have all necessary information regarding project. Interview sub-committee will send out an update to Panel by January 15, 2018
- Data Analyzers – Dependent upon interviewers schedule and outcome.
- Literature Reviewers – get articles from Jay and begin putting together review. They will not be working on it in January as a result of prior commitments.

Next Semester Meeting Dates

- January – sub-committee meetings
- February – Conference Call

- March - subcommittee meetings
- April – Face to Face: April 13<sup>th</sup> at 10 am - noon.
- May – Sub-committee
- June – TBD if needed

Adjourn