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Appendix A

Advertisement for Participant Recruitment

Want a chance to win \$50 cash by participating in
a research project?

Participate in a **focus group**
about your interactions in your residence
hall at Virginia Tech, and you could
win **\$50 in cash.**

You must be a resident of New Residence Hall E.
to participate.

To be selected, please contact
Alison Brandon at
abrandon@vt.edu or 231-3043

Focus Group will take place on
Monday, January 23rd, 7:00-8:00pm
in the 1st Floor Kitchen of New Res.

Alison Brandon
abrandon@vt.edu or 231-3043

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Appendix B

E-mail Screening Protocol

1. Would you be willing to participate in a focus group regarding what you do in your residence hall? yes _____ no _____

Name: _____

E-Mail Address: _____

Campus Phone: _____

Male: _____ Female: _____

2. Do you live on campus? yes _____ no _____

3. In what hall do you live? _____

4. When did you move into that hall? _____

5. What is your class standing? Freshman Sophomore Junior Senior

6. Are you available on (Date and time of respective focus group)?
 yes _____ no _____

Selected: Yes: _____ No: _____

Appendix C

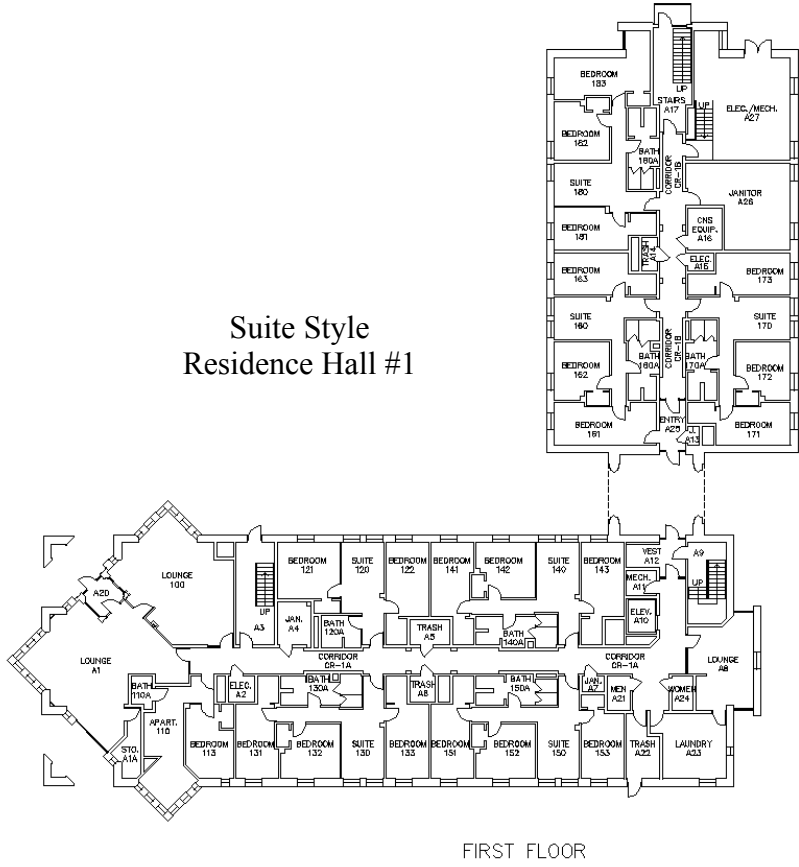
Demographic Questionnaire

1. Male _____ Female _____
2. Race _____
3. Fresh. _____ Soph. _____ Jun. _____ Sen. _____
4. Years lived on campus _____
5. Age _____
6. Major _____
7. GPA _____
8. What hall do you live in? _____
9. On what date did you begin living in that hall? (mm/dd/yyyy) __/__/_____

Appendix D

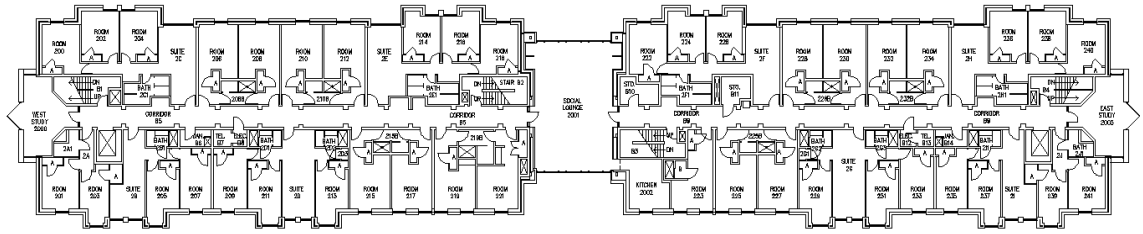
Small Floor Plan

Suite Style Residence Hall #1

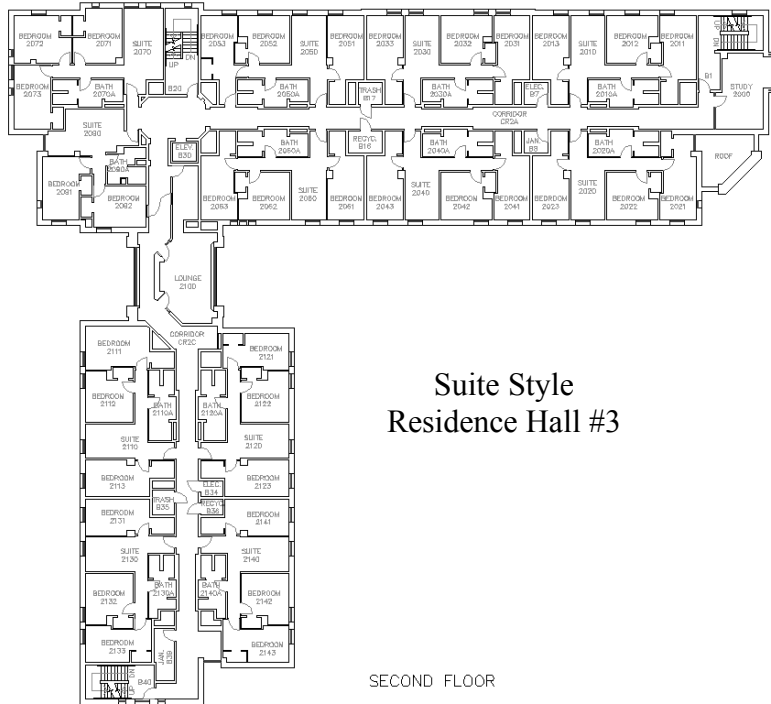


FIRST FLOOR

Suite Style Residence Hall #2



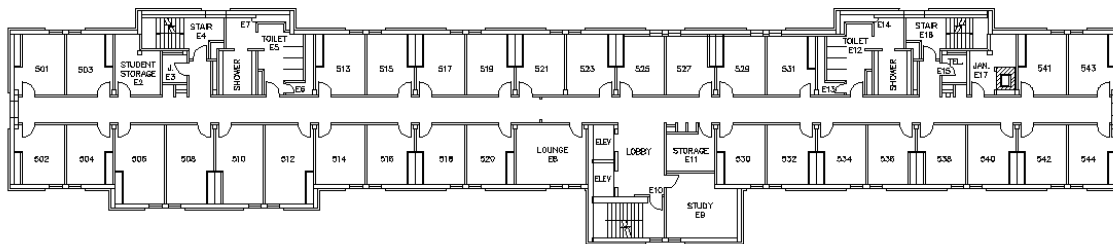
SECOND FLOOR



Suite Style
Residence Hall #3

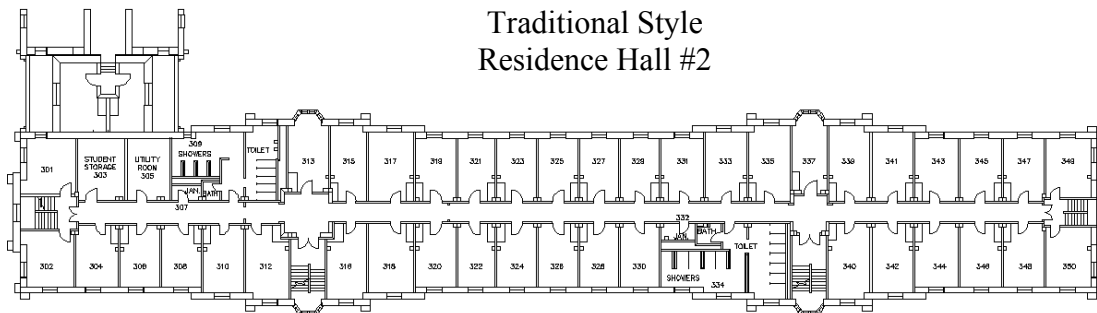
SECOND FLOOR

Traditional Style
Residence Hall #1



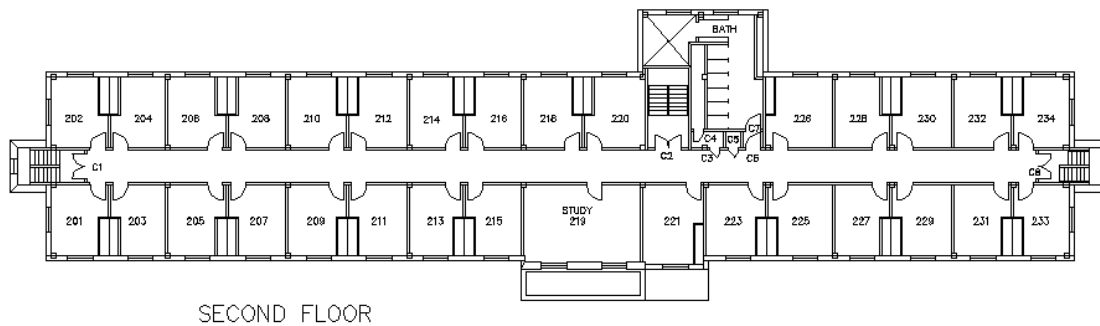
FIFTH FLOOR

Traditional Style
Residence Hall #2



THIRD FLOOR

Traditional Style Residence Hall #3



Appendix E

Focus Group Directions

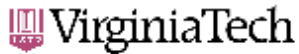
Please use the pen and floor plan provided to mark places in which you have had a significant interaction with another person in the past four days. A significant interaction is defined as one that is more in depth than a simple greeting. For example, chatting with your roommate for 30 minutes is significant, while passing someone in the hallway and only saying “hello” is not considered significant. Please label each interaction you mark on the floor plan beginning with the number 1 and counting up. It is not important if your interactions are marked in a chronological order. Space is provided below for you to supply a description of your interaction. Please include what you were doing, how many people were there, how long you were involved in that interaction, and any other information you wish to note.

#	What were you doing?	Who was there?	How long were you there?	Anything else?
1.				
2.				
3.				
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Appendix F

IRB Approval Letter




Office of Research Compliance
 Institutional Review Board
 1880 Pratt Drive (0497)
 Blacksburg, Virginia 24061
 540/231-4991 Fax: 540/231-0959
 E-mail: moored@vt.edu
 www.irb.vt.edu
 FWA00000572 expires 7/20/07
 IRB # is IRB00000667

DATE: December 18, 2006

MEMORANDUM

TO: Joan B. Hirt
 Alison Brandon

Approval date: 12/18/2006
 Continuing Review Due Date: 12/3/2007
 Expiration Date: 12/17/2007

FROM: David M. Moore 

SUBJECT: IRB Expedited Approval: "Face to Face: Does Residence Hall Design Make a Difference?" , IRB # 06-710

This memo is regarding the above-mentioned protocol. The proposed research is eligible for expedited review according to the specifications authorized by 45 CFR 46.110 and 21 CFR 56.110. As Chair of the Virginia Tech Institutional Review Board, I have granted approval to the study for a period of 12 months, effective December 18, 2006.

As an investigator of human subjects, your responsibilities include the following:

1. Report promptly proposed changes in previously approved human subject research activities to the IRB, including changes to your study forms, procedures and investigators, regardless of how minor. The proposed changes must not be initiated without IRB review and approval, except where necessary to eliminate apparent immediate hazards to the subjects.
2. Report promptly to the IRB any injuries or other unanticipated or adverse events involving risks or harms to human research subjects or others.
3. Report promptly to the IRB of the study's closing (i.e., data collecting and data analysis complete at Virginia Tech). If the study is to continue past the expiration date (listed above), investigators must submit a request for continuing review prior to the continuing review due date (listed above). It is the researcher's responsibility to obtain re-approval from the IRB before the study's expiration date.
4. If re-approval is not obtained (unless the study has been reported to the IRB as closed) prior to the expiration date, all activities involving human subjects and data analysis must cease immediately, except where necessary to eliminate apparent immediate hazards to the subjects.

Important:

If you are conducting federally funded non-exempt research, this approval letter must state that the IRB has compared the OSP grant application and IRB application and found the documents to be consistent. Otherwise, this approval letter is invalid for OSP to release funds. Visit our website at <http://www.irb.vt.edu/pages/newstudy.htm#OSP> for further information.

cc: File

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE UNIVERSITY AND STATE UNIVERSITY
 An equal opportunity, affirmative action institution

Appendix G

Participant Reminder E-mail

Dear Participant,

I would like to thank you in advance for agreeing to participate in a focus group tomorrow, **Monday, January 23rd**. The focus group will take place from **6:00pm to 7:30pm** and will be held in the **Peddrew-Yates Seminar Room**. During this focus group you will be asked to document and discuss interactions you have had in your residence hall during the past four days.

Remember that by participating in this study you are eligible to **win a \$50 cash prize**. If you have any additional questions about the focus group please do not hesitate to contact me.

Thank you again,

Alison Brandon

Graduate Student

Higher Education Student Affairs

Appendix H

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Informed Consent Form for Research Involving Human Subjects

Title of Project: Face to Face: Does Residence Hall Design Make a Difference?

Investigators: Dr. Joan B. Hirt & Alison M. Brandon

I. Purpose of this Research Project

The purpose of this study is to understand how residence hall spaces that differ by architectural style impact college student interactions. Specifically, this study will examine the interactions that take place among residents in traditional and suite style residence halls. Traditional style halls are defined as those with double loaded corridors where 40 plus residents share a bathroom. Suite style residence halls are defined as those where four to six rooms open onto a common space and only residents residing in those rooms share a bathroom. For purposes of this study, an interaction is defined as face-to-face contact between two or more individuals that lasted more than five minutes.

There are two samples employed in the study. The first includes six residence halls on the campus of a large public institution in the mid-Atlantic region. Three residence halls of each style (traditional and suite) are represented in the study. The second sample includes students residing in these six residence halls (10-12 participants per hall).

II. Procedures

Six focus groups will be conducted. At each focus group participants will be asked to look at the small floor plan of their residence hall, read the instructions on the chart, and begin to complete the activity. The instructions on the chart will ask participants to explain any interaction they have had with another person(s) for longer than five minutes in the past week. After that, they are to mark on the small floor plan where each interaction occurred using the number beside the interaction description on the chart.

After each participant completes their individual floor plan and chart, I will ask them to transcribe those interactions onto the large master floor plans. Once all focus group participants have marked their interactions on the master floor plan I will prompt them to discuss the patterns they see. I will take notes during the discussion and audio record it.

III. Risks

There are minimal risks to participants in this study. The focus groups will be tape recorded, but all recordings will be destroyed upon completion of the research project in May of 2007.

IV. Benefits

This study will benefit future design policies and procedures on college campuses. It will also benefit the body of knowledge that exists about the kinds of interactions that take place in both suite and traditional style residence halls.

V. Extent of Anonymity and Confidentiality

Anonymity will be maintained throughout the process of this study. Names will be documented during the phone screening process, but will be destroyed after participants are selected. Any recordings will be destroyed by the investigator in May of 2007. Until that time, the recordings will be secured within the possession of the investigator, Alison Brandon.

VI. Compensation

Participants will not be compensated individually for their participation, but will all be entered in a drawing for a chance to win \$50 in cash drawn during each focus group. If the participant should be chosen to win they will be compensated at the conclusion of the focus group.

Since there will be 10-12 participants in each focus group, there will be at least a one in 12 chance of winning the \$50 cash drawing. The drawing will be done by the facilitator at the conclusion of the focus group in the sight of all participants. This will ensure that the facilitator is employing a completely fair lottery system.

VII. Freedom to Withdraw

Subjects are free to withdraw from the study at any point in time, without penalty. If they choose to withdraw, they will still be eligible to win the cash prize. Subjects are free to not answer any questions or respond to experimental situations that they choose without penalty.

VIII. Subject's Responsibilities

I voluntarily agree to participate in this study. I have the following responsibilities.

1. to participate in a 2 hour focus group
2. to indicate what interactions I have had with other people in my residence hall in the past week

3. to locate on a floor plan where those interactions took place
4. to describe those interactions by using a chart

IX. Subject's Permission

I have read the Consent Form and conditions of this project. I have had all my questions answered. I hereby acknowledge the above and give my voluntary consent.

Subject Signature

Date

Should I have any pertinent questions about this research or its conduct, and research subjects' rights, and whom to contact in the event of a research-related injury to the subject, I may contact:

Alison Brandon (Investigator)

540-232-3043

abrandon@vt.edu

Joan Hirt (Faculty Advisor)

540-231-9700

jbhirt@vt.edu

David M. Moore

540-231- 4991

moored@vt.edu

Chair, Virginia Tech Institutional Review

Board for the Protection of Human Subjects

Office of Research Compliance

1880 Pratt Drive, Suite 2006 (0497)

Blacksburg, VA 24061