

# Anoka-Ramsey Community College

## Conversation Partners Program Informed Consent Form (Program Copy)

### What is the Conversation Partners Program?

The conversation partners program is a voluntary program that pairs participants together based on cultural variance. Pairing students occurs in one of two ways:

1. Students who are Non-Native Speakers of North American English (NNS Students) are paired with Native English speaking students or with staff or faculty at Anoka-Ramsey.
2. Students are paired based on their cultural identities ex: a male, first generation Mexican American student may be paired with an African American female, adult learner.

The goal of the program is to strengthen discussion skills, expand knowledge of cultures, and build relationships across Anoka-Ramsey. Some of the conversation topics at meetings may include current events, culture and customs, global issues, and entertainment. The topics and format of the meetings are up to the participants: however, suggestions for conversation are provided.

### Participants can expect:

- To attend a workshop or training and receive a guidebook on being a conversation partner
- To meet with a partner for approximately **1 hour per week** at a mutually agreed upon time and location
- To bring any literature or material they wish to discuss to their meetings
- A party or gathering at the end of the semester (fall & spring)

### As a participant you are expected to:

- Contact your conversation partner once you are matched up and arrange a regular meeting schedule
- Send a confirmation e-mail to the partner coordinator once you have successfully met with your partner the first time.
- Meet regularly
- Respect the guidelines addressed in the program packet and in the orientation session
- Notify your partner if you have to cancel a meeting. Failing to do so may result in dismissal from the program
- Maintain a log of meeting hours and topics
- Hand in your logged hours complete with your partner's signature
- Contact one of the following if any problems arise or your partner is failing to meet their commitment requirements Program Head **Brian Okstad** at 763-433-1536 or [brian.okstad@anokaramsey.edu](mailto:brian.okstad@anokaramsey.edu); Partnership Coordinator **Ann McArdle** at 763-433-1556 or [Ann.McArdle@anokaramsey.edu](mailto:Ann.McArdle@anokaramsey.edu).

### Perks

- Expand your understanding of people, the world and cross-cultural communication
- Make a new friend
- Learn how to communicate more effectively
- Learn another language or dialect
- Discuss global issues from another perspective

### Who will have access to your data?

- Your name and contact information will be shared with your conversation partner. We may also share whether you have identified yourself as native speaker of North American English.
- We may confirm your participation in this program if asked by an instructor or staff person
- Your application form and consent form will be kept in a locked cabinet.
- Faculty and staff who are administering this program will have access to the information on those forms. The co-chair of the Institutional Review Board may be granted access to your data to verify that all protocols have been followed

### Other Important Information

Participation in the Conversation Partners Program has no bearing on your standing at the college, and you can drop out of the program at any time. For questions or concerns regarding data, privacy, or related aspects of your participation in this program, please contact the program head (see below) or the College's Institutional Review Board:

- **Nora Morris**, Dean of Research & Evaluation • [Nora.Morris@anokaramsey.edu](mailto:Nora.Morris@anokaramsey.edu) • 763-433-1536 • Office CR-C233

### Contact Information

- **Brian Okstad**, Program Head • [brian.okstad@anokaramsey.edu](mailto:brian.okstad@anokaramsey.edu) • 763-433-1536 • Office: S201

Today's Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Please return completed consent form to Brian Okstad • Office: S201 (Coon Rapids) • Email: [brian.okstad@anokaramsey.edu](mailto:brian.okstad@anokaramsey.edu)  
Phone: 763-433-1536