Gender Equity in Irish Architecture Research Project

Irish Architecture Career Tracker Survey Information Sheet

Thank you for your interest in this research. Before you decide whether or not to take part, please read the information below carefully. This process is known as 'informed consent'. If you have questions, please do not hesitate the researcher, Dr Dervla MacManus (Dervla.macmanus@ucd.ie) who will be happy to talk you through the research.

What is this research about?

This research is about assessing working conditions and cultures within architecture, finding about why people leave architecture, what alternative occupations they choose, and whether there is a gender dimension to this. It is also about getting a breakdown of gender equality and attitudes towards gender equality.

Why is this study being done?

Currently only 30% of registered architects in Ireland are women, despite a 50:50 split at university level. This research will help us understand why this is happening, and what we can do to change to improve gender balance in the Irish Architectural profession.

Who can take part in the study?

This survey is for adults who are working on the island of Ireland *and* who have a degree in architecture or architectural technology. *You do not have to be working as an architect to take part.*

The survey is for *all* genders.

Who is conducting this study?

This study is being conducted by Dr Dervla MacManus, at the School of Philosophy, University College Dublin. The academic mentor is Associate Professor Katherine O'Donnell, School of Philosophy, University College Dublin.

How is this study being funded?

What will happen if I agree to take part?

If you agree to take part you will be asked to complete the consent form which follows this information sheet. You will be asked whether you meet the eligibility criteria for this survey. You will then begin the questionnaire (online survey) which will start with some demographic questions (age etc), then you will be asked to answer approximately 80 questions related to your career and gender equality. Most of these questions will be multiple choice questions and some will be open questions where you will need to type your answers.

The questionnaire should take approximately 20 minutes to complete if you are in architecture. If you have left architecture there is an additional section of approximately 10 minutes.

If you decide not to take part in the study:

Your participation in the study is completely voluntary. It is your choice whether or not to participate.

Online Survey - How will your privacy be protected?

The online survey is anonymous, meaning that your location, email address, and your IP address *are not being collected.* Please do not enter any details which would identify yourself or another person or company in response to the open questions. If you do enter identifying information (even unwittingly) these details will be removed. At the end of this study, this anonymous data will be deposited in an archive for use by future researchers and educators.

<u>As the responses to this survey are anonymous, once you click 'submit' at the end of the survey, it will not be possible to withdraw your response as it will no longer be possible to identify it.</u>

During this two year study, your data will be accessible to the lead researcher, Dr Dervla MacManus, academic mentor, Prof Katherine O'Donnell, and to CSTAR UCD statistical analysis consultants. During the study it will be stored on a UCD Google Drive, which requires MFA (Multi Factor Authentication). UCD IT recommends Google Drive as storage for files which contain personal data and confidential university information and has ensured that this cloud storage solution meets a high standard of security and data protection and are continually monitored and managed. Data will not be stored on portable devices, such as laptops and USB sticks. An encrypted laptop will be used to process the data, but not to store it.

How will your data be used?

The data will be anonymised, analysed, and the results will be published to the project website, genderequityirisharchitecture.ie, *Architecture Ireland* (the RIAI's magazine) and as part of academic journal articles and/or book chapters.

The survey contains open questions where you can type your response. It is possible that quotations from these responses may be used in publications as listed above. (Any identifying details will be removed).

At the end of this study, the anonymous data collected in this survey will be deposited in the ISSDA (Irish Social Science Data Archive) based at UCD for use by future researchers and educators. Any identifying details will be removed before the data is deposited, (anonymization). Further information on the ISSDA archive can be found here: https://www.ucd.ie/issda/

What are the benefits of taking part in this research study?

There are no direct or personal benefits to taking part in the study. However, by taking part you will help to create a picture of the state of gender equity within architecture in Ireland. The more people participate the clearer that picture will be. This is the first step towards greater gender balance to the architecture profession.

What are the risks of taking part in this research study?

It is possible that you may experience discomfort or inconvenience. It is possible that if you have experienced harassment or bullying in the workplace that taking part may bring up painful memories for you. Contact information for help and support is available at the end of this sheet.

Can I change my mind at any stage and withdraw from the study?

Yes, you can stop filling out the survey at any time. However, as the survey is anonymous, once you click 'submit' it will no longer be possible to identify your data, and therefore no longer possible to withdraw from the study.

How will I find out what happens with this project?

Preliminary results from this study will be posted on the project website – genderequityirisharchitecture.ie. Results will also be published in *Architecture Ireland.*

RIAI CPD Points

Participants may claim 1 CPD point on completion of the survey, to be awarded by the Royal Institute of Architects Ireland (RIAI).

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Data Protection Privacy Notice

This privacy notice is for University College Dublin, Belfield, Dublin 4, Ireland, in particular for the Gender Equity in Irish Architecture research project being carried out by Dr Dervla MacManus at School of Philosophy. You can contact us at Dervla.macmanus@ucd.ie

The University fully respects your right to privacy and actively seeks to preserve the privacy rights of those who share information with the University. Any personal information which you volunteer to the University will be treated in accordance with Irish and European Data Protection legislation.

Why and how we collect and process the information and for how long we keep it?
We collect your personal data for the purpose of assessing and researching gender equity in the Irish architecture profession on the legal bases of *consent* and a *public task being carried out in the public interest.* Though this online survey is anonymous — meaning that your location, email address, and your IP address *are not being collected* — we will treat the data as anonymised personal data to afford you the protections offered under GDPR. We will keep your data for two years until the completion of the project and your anonymized data will be kept in the ISSDA (Irish Social Science Data Archive) based at UCD, indefinitely, for future use by researchers and educators. Further information on the ISSDA can be found here: https://www.ucd.ie/issda/

Please note that as the responses to this survey are anonymous, once you click 'submit' at the end of the survey, it will not be possible to withdraw your response as it will no longer be possible to identify it.

Who has access to the information and who we share it with?
Internal access: The personal data collected from you will be accessed by Dr Dervla MacManus and Prof Katherine O'Donnell. The anonymous and anonymized data will also be accessed by CSTAR UCD. CSTAR will provide consultation on, and may perform statistical analysis of the data.

External access: The University will share your data with a third party, Survey Monkey, where necessary for purposes of the processing outlined to assess gender equity. Your data will be stored within the EU. Survey Monkey has been chosen as a GDPR compliant survey tool licensed for use in UCD Schools and Colleges.

Your anonymized data will be kept in the ISSDA (Irish Social Science Data Archive) based at UCD, indefinitely, for future use by researchers and educators.

What are your rights?

- Right to be informed
- Right of access
- Right to rectification
- Right of erasure (Note: the right to erasure does not apply when the performance of a task carried out in the public interest is one of the legal bases, as is the case in this study.)
- Right to restrict processing
- Right of data portability
- Right to object to processing
- Right to object to automated decision making & profiling. (No automated decision making or profiling will occur in this study.)

If you have concerns about your rights as participant, you can contact the UCD DPO by email gdpr@ucd.ie.

If you are not satisfied with UCD's response or believe we are not processing your personal data in accordance with the law, you can complain to the Irish Data Protection Commission. For more detail see: https ://www.dataprotection .ie/

Contact information:

You can contact the researcher, Dr Dervla MacManus at Dervla.macmanus@ucd.ie with any questions or queries you may have about the research. Mentor: Professor Katherine O'Donnell, Katherine.odonnell@ucd.ie

Help and Support Contact Information:

Information on harassment in the workplace is available on Citizens Information.ie

https://www.citizensinformation.ie/en/employment/equality_in_work/harassment_at_work.html

The Irish Human Rights and Equality Commission

The Irish Human Rights and Equality Commission has a general remit to promote equality and can give advice and, in some cases, legal assistance if you want to bring a claim of harassment under the Employment Equality Acts. They have also prepared a Code of Practice on Sexual Harassment and Harassment at Work which is available here https://www.ihrec.ie/documents/code-of-practice-on-sexual-harassment-and-harassment-at-work-2/

Irish Human Rights and Equality Commission

16-22 Green Street, Dublin 7.

Tel: (01) 858 9601   Homepage: http://www.ihrec.ie/   Email: publicinfo@ihrec.ie

Workplace Relations Commission - Information and Customer Service

O'Brien Road, Carlow, R93 E920.

Tel: (059) 917 8990   Homepage: https://www.workplacerelations.ie/en/

Irish Architecture Career Tracker Survey

Online Survey Consent

I consent to the following:	Please tick the box
I confirm I am over 18 years old	
I have read the information sheet and have had time to consider whether to take part in this study and I have had an opportunity to ask questions.	
Do you understand that your participation is voluntary and that you are free to withdraw from the research at any time without disadvantage?	
Are you willing to take part in the research?	
Are you aware that your responses will be collected via an online anonymous survey?	
Are you aware that if you do enter identifying information (even unwittingly) these details will be removed and the data will be anonymised?	
Will you allow the anonymized data to be archived, to enable future use and sharing with third parties (researchers and educators)?	
Will you allow the research team to use anonymized quotes in presentations and publications?	