

Northeastern University, College of Professional Studies, Department of Education  
Dr. Karen Reiss Medwed, Principal Investigator / Merilee Madera, Student Researcher  
Title of Project: Pursuing Leadership Positions in Higher Education: A Phenomenological  
Exploration of Female Administrators' Experiences with Gender Inequality

### **Request to Participate in Research**

You are invited to take part in a research study being conducted to better understand why gender inequality persists in higher education administration.

You are being asked to participate because you are a woman that believes she has experienced the glass ceiling phenomenon within the past ten years while pursuing a promotion that you didn't receive to academic dean at a Research Doctoral institution.

**You must be at least 18 years old** to be in this research project. The researcher will explain the study to you, review this document and answer any questions you have. You may elect not to participate.

If you decide to participate in this study, you will be asked to describe your experience with gender inequality during a confidential interview. Your responses will be audio taped using a digital recorder while the researcher takes notes. Additionally, during the data analysis phase of this project, you will be asked to review and comment via e-mail on excerpts of the description of your experience prepared by the researcher from the data you supplied.

Interviews will be conducted at a time that is convenient for you either in-person at a location of your choice or using a video conferencing application such as Skype for Business. It is anticipated that you will be interviewed once or twice with each session lasting 45 to 90 minutes. Reviewing the description of your experience will take 25 to 35 minutes to complete.

**The possible risks or discomforts of the study are minimal.** Experiences of gender inequality can be difficult to discuss. Consequently, you may be uncomfortable at times during the interview process. In order to alleviate this discomfort, you may decline to answer any question asked. In addition, you may choose to share only select details of your experience with the researcher.

**There are no direct benefits to you for participating in the study.** However, this study's findings could allow the researcher to create implications for policy and practice on ways to mitigate and ultimately eliminate the glass ceiling phenomenon in higher education administration.

**Your part in this study will be handled in a confidential manner.** Only the researcher will know you participated and what data you provided. A pseudonym will be assigned to each participant (ex. Participant #1) and used in any reports or publications based on this research. Therefore, the data you provide should not be traceable back to you.

In rare instances, an authorized representative of Northeastern University's Office of Human Subject may request to see research information about you and other people in this study. This is done only to be sure that the research is done properly.

**The decision to participate in this research project is up to you.** You do not have to participate and you can refuse to answer any question. Even if you begin the study, you may withdraw at any time by either calling or e-mailing the researcher. Any data you have already provided will immediately be destroyed.

**You will not be paid for your participation in this study.** Additionally, you will not incur any costs for participating.

**If you have any questions about this study,** please feel free to contact the researcher, Merilee Madera at [madera.m@husky.neu.edu](mailto:madera.m@husky.neu.edu) or (724) 579-0253. You may also contact her advisor, Dr. Karen Reiss Medwed at [k.reissmedwed@northeastern.edu](mailto:k.reissmedwed@northeastern.edu)

**If you have any questions about your rights in this research,** you may contact Nan C. Regina, Director of Human Subject Research Protection, 360 Huntington Avenue, Mail Stop: 560-177, Northeastern University, Boston, MA 02115. E-mail: [n.regina@northeastern.edu](mailto:n.regina@northeastern.edu) / Telephone: (617) 373-4588. You may call anonymously if you wish.

You may keep this form for yourself.

Thank you.

*Merilee Madera*