

Ethical Transparency Tool (ETT) 2023 Pilot

Updated 1.3.2023

ETT is designed to create a norm of transparency across the education-research ecosystem and concretely advance climate and culture of inclusion, integrity, and excellence. It aims to ease access to findings of sexual, gender, racial (as well as financial, licensure, and scientific/research) misconduct, wherever the misconduct occurs. ETT is designed to preserve independence of policy- and decision-making, treat everyone and sensitive information ethically, reduce whisper campaigns and legal and enterprise risks, and enhance efficiency. Participating organizations will receive disclosures of findings directly from the entities that made or adopted the findings; ETT will never receive disclosures or create a “shame list” or central conduct records repository.

ETT Pilot Facts:

An ETT pilot is being planned for as early as possible in the first half of 2023. Societies, institutions, and any other research organizations that join the ETT pilot will be recognized as **Inaugural Ethical Transparency Leaders** in the education-research ecosystem.

Orientation Period:

The pilot will begin with an orientation period for these purposes:

- (1) to orient pilot participants on how ETT works and answer questions, including about the roles of the requesting and disclosing entities;
- (2) to provide time for each participant to choose one or two applications where it would like to pilot ETT and consider how to incorporate ETT into its own policy and process (i.e., this need not be finalized before joining the pilot);
- (3) to identify any final refinements in ETT (not major redesign) for ease of use and impact; and
- (4) to provide input into and testing during database development, as needed.

Boston University created a detailed Business Requirements Document for the ETT database. The database will be developed, likely concurrently with the pilot orientation period. Use of ETT in the pilot will begin when the Consortium team confirms that a critical mass of participants and the database are ready.

Cost:

Pilot Cost. Annual Societies Consortium members’ dues fund the multi-year development of ETT, as well as pilot planning/recruitment. Consortium members will not be charged an additional fee to participate in the pilot. Other participating organizations will pay a pilot fee. *Each participant that is not a Consortium member will be informed of the fee as a condition to finalizing its pilot registration.*

Post-Pilot, Full Launch Cost. Upon a full launch of ETT after completion of the pilot, all organizations that maintain their registration (first made in the pilot), or that newly register to use ETT, will pay an annual registration fee for ongoing operations, including database hosting and occasional

troubleshooting. Because the storage needs of the database will be very small, and the design is relatively simple in database terms and total costs will be divided among all users, the operations fee for each ETT-registered entity is anticipated to be low. While still to be determined, TOTAL costs annually, to be divided among ETT-registered entities, could be as low as, e.g., \$2,500+/- for database hosting/storage and \$10,000+/- for troubleshooting. *Additional services, if any, are not projected or included in this estimate. Also, for fairness, the first-year operation fee may be higher for those that do not pay a pilot fee. Each entity that registers will be informed of the fee to determine satisfaction with it, as a condition to finalizing their registration.*

Conditions to Participating in the Pilot:

To assemble the universe of participants that makes a pilot worthwhile (and keeps costs low), we need societies and institutions to agree to join the pilot first—but with two conditions before their pilot registration is finalized:

- (1) that the Consortium’s team assembles a sufficient group of societies and institutions for a pilot (all participants will receive the list so each can confirm satisfaction); and
- (2) that the cost is acceptable to a participant (again participants that are assessed a pilot fee will be informed so each can confirm satisfaction).

If the conditions are not met to a participant’s satisfaction, it would not participate in the pilot.

Please sign below to participate in the ETT Pilot, subject to the two conditions. Signing is also consent to inclusion of your organization’s name on a list of conditional participants to be shared with other conditional participants and in recruitment. The Authorized Representative will be notified before the first time the list is shared.

Society or Institution Name: _____

Authorized Representative Name and Title: _____

Representative Contact Email: _____

To finalize pilot participation, an organization will register to use ETT, if the conditions are met to its satisfaction. (Only such “ETT-registered entities” will be able to use ETT to **request** disclosures of findings of misconduct about a person. But the person’s ETT consent will authorize each of their employers, societies, and appointing authorities—whether or not they are also ETT-registered entities—to **disclose** its findings of covered misconduct, if any, when requested by an ETT-registered entity. ETT registered entities will generally be expected to disclose their findings when requested, but will have sole discretion not to do so without explanation. [That may occur if law prohibits disclosure or if there is a heightened risk such as litigation or enforcement on occasion.]

Additional Materials on ETT:

- Watch the ETT Overview panel with Dr. Travis York, AAAS, and Jamie Lewis Keith, EducationCounsel, available [here](#)
- Review the ETT Briefing Packet available [here](#)
- Review How ETT Complements Other Transparency Tools available [here](#)
- Review FAQs from Briefing Sessions available [here](#)