



**Motion on Access to BDF Data**

**Presented to the Plenary on September 13, 2016**

**Background:**

The Accreditation Program is one of the great successes of the MIT FSILG community, creating a process by which member organizations are able to share best practices, lessons learned, problems, and solutions in a collaborative and non-threatening environment. Aside from the qualitative outputs, a vast amount of *quantitative* information has also been gathered through the program's vehicle for data collection: the Basic Data Form (BDF). As a result of the longevity of Accreditation, there is a vast collection of numbers which--in aggregate--likely contain meaningful trends about critical aspects of our community. However, Accreditation BDFs are confidential, and only the specific organization has access to their content.

Recognizing that data contained in the history of BDFs likely includes information that can prevent bad decisions from being made while informing good ones, this proposal is presented to the Plenary to create a procedure by which specific data can be extracted from BDFs for use by AILG Committees towards studies that will benefit the community. This proposal does *not* change the confidential status of elements of the Accreditation Program. Rather, the use of BDFs should be seen as a practical and efficient alternative to asking member organizations to respond to the same questions, spanning over a decade, on a different form, for at least a second time. That being said, the AILG Board recognizes the sensitivity of the BDFs, so the appropriate precautions will be taken.

**The Motion:**

The AILG Board presents a motion to approve of the following procedure:

- A standing or ad-hoc committee of the AILG may file a petition to the Plenary for access to data contained in the BDFs. The petition must include:
  - The name of the committee
  - The committee chair or co-chairs
  - The specific BDF items that contain the required data
  - The reason why this data cannot be obtained through any other means
  - How this data will be used to better the community as a whole
  - The number of organizations required to participate to make data analysis meaningful
  - When the Plenary can expect to see a first draft of the analysis
- The petition will be brought to the Plenary--in person or electronically--for a vote. Only a simple majority is needed to pass the petition, however:
  - *Only those chapters in favor of the petition are required to share their information;* as such,
  - If the majority is less than the number cited in the petition, the petition is effectively denied, as the sample size will be too small to make meaningful conclusions



- If the petition is accepted with the required minimum, a TBD group will be assigned to extract and anonymize the data for delivery to the committee
  - This may be the Accreditation coordinator and/or the AILG Ombudspersons
  - It is recommended that this is *not* the Accreditation Committee as to maintain the separation between the confidentiality of the Accreditation Program and the aforementioned data extraction process
- The committee will present results to the Plenary in accordance with their petition

To reiterate, **the motion does not:**

- Change existing confidentiality of the Accreditation process
- Force member organizations to reveal information

Instead, it *does*:

- Create a method by which data captured in the BDF can be anonymized and used for system-wide studies and research
- Allow organizations to opt-in on a case-by-case basis