

# WP2 Overview

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Activity	Timing	Outcomes	Status
<b>Methodology Development</b>	01/12/2022 to 01/01/2023	Criteria for selecting Council member and method for establishing proofs of Council member expertise	Done
<b>Developing Council Framework</b>	02/01/2023 to 15/02/2023	Framework for Council's action plans and policies.	Done
<b>Selecting the Members</b>	15/02/2023 to 01/05/2023	5 diverse members selected and enlisted for Nudging Expert Council	Pre-liminary selection. To be reviewed (see next slide)
<b>Create Council-Building Roadmap</b>	01/05/2023 to 30/06/2023	Council Building Roadmap created and disseminated across partner networks.	Creation: done Dissemination: to be checked
<b>Meeting, Feedback and Possible Review</b>	01/05/2023 to 30/06/2023	4 meetings conducted between Ethics Council and ACEEU and best practices/guidelines for nudging reported to partners	To be started

# Pre-selected nudging council members

Name	Email	Partner	Gender	Role	Role in the council
Renato De Leone	<i>confidential</i>	UCAM	Male	Educator	<i>to be determined</i>
Bob Elsen	<i>confidential</i>	Trendhuis	Male	Ethical expert	<i>to be determined</i>
Shane Curley	<i>confidential</i>	Momentum	Male	Ethical expert	<i>to be determined</i>
Mariona Grané	<i>confidential</i>	University of Barcelona	Female	Research in edu sciences + digitalisation	<i>to be determined</i>
Aventia Wilona	<i>confidential</i>	ACEEU	Female		<i>to be determined</i>

## Roles

- Ethics expert
- Nudging expert
- HEI administrator
- HE educator (2)

## Function in the council

- Chair
- Vice-Char
- Administrator
- Members
- Associated members

# Nudging council meetings

**First meeting:** The Ethical Council meets for the first time with the associate member to overview the **council framework**, establish best practices and **ethics guidelines**.

**Second meeting:** During the first and second meeting they should construct a **definition of misconduct in nudging practice** according to the objectives and needs of NUDGING 360, and **sanctions** that might be applied.

On the **third meeting** it should be designed the **application forms** for ethical review: clear, easy to complete, with guidance and template examples. Likewise, it should be defined how the format of the document used by the Council to document and communicate the **deliberation and outcome** of ethical issues to the consortium.

**Other meetings** are going to be arranged to monitor the practices of the Council (**is this the review of the Nudges?**). The Ethical Council convenes in principal after **receiving ethical review applications** from the consortium representatives.

Inconsistent with the end of the activity (30/06/2023)

# What is nudging?

"The Council will provide a checklist that will allow representatives to determine whether their Nudge should be presented to the committee for an ethical review"

Should we rather review all Nudges?

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Outputs	Status	Open questions
Council frameworks	Statute has been created	
Ethical guidelines	We started preparation. We believe it is not feasible for the Council to develop it. We need to develop and give it for review.	
Definition of misconduct in nudging practice + sanctions	Not started. Not needed?	What does that mean? Aren't we just reviewing the nudges and accepting them or not? We are not responsible for the implementation of the Nudges. We don't have that authority,
Application form	In preparation (draft exist)	
Deliberation and outcome communication	In preparation	Majority vote?
Minutes from Council Meetings	Coming later	

## Application Form for Ethical Approval of a Nudge Submission

This form is intended for individuals or organizations who wish to submit a nudge for inclusion in the Nudging Toolbox. Each submission will be reviewed by the Nudging Ethics Council for ethical approval before it can be included. Please provide all relevant information below.

### 1. Applicant Information

Full Name: \_\_\_\_\_

Organization/Institution: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### 2. Nudge Details

Title of Nudge: \_\_\_\_\_

Description of Nudge (max 500 words):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Target Audience (e.g., HEI educators, students, administrators):

\_\_\_\_\_

Purpose/Goal of the Nudge:

\_\_\_\_\_  
\_\_\_\_\_

### 3. Ethical Considerations

Please explain any potential ethical issues that may arise from the use of this nudge and how they will be addressed (max 300 words):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 4. Implementation Plan

How will the nudge be implemented in practice? Provide an outline of the steps and any required resources:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 5. Consent

By submitting this form, I confirm that the information provided is accurate and that any potential ethical issues have been addressed to the best of my knowledge. I agree to allow the Nudging Ethics Council to review this submission and contact me for further information if necessary.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_