



## **The Midwest Longitudinal Study of Asian American Family (MLSAAF) Data Use Policy<sup>1</sup>**

The Midwest Longitudinal Study of Asian American Family (MLSAAF) examines the intersection of race/ethnicity, immigration, culture, and family process and its impact on youth development among samples of Filipino and Korean American families in the Midwest. The guidelines set forth in this document will apply to data use requests for MLSAAF at the University of Chicago.

In order to maximize the use of the MLSAAF, this policy has the following objectives:

1. Maximize the input and participation of current students, staff, postdoctoral fellows, and faculty;
2. Involve as many researchers, students, and staff as possible in analysis and writing;
3. Ensure that investigators know of ongoing research efforts;
4. Ensure that duplication of analyses is kept to a minimum;
5. Permit the MLSAAF staff to maintain oversight of the official MLSAAF database which includes being informed of any problem areas in the database;
6. Ensure that publication or presentation of MLSAAF data does not occur without the knowledge of the MLSAAF leadership team;
7. Maintain the integrity of study data longitudinally;
8. Ensure that the data and findings receive the widest possible dissemination among relevant communities.

These general objectives are founded on the basic value that through a process of collaboration, we can be more productive than if we work alone. Specifically:

1. Collaboration should not only increase the amount and rate of production but also lead to less distortion of the data and greater quality of the finished product.
2. Coordination of the analysis and writing on the project data will reduce overlap and potential conflicts.

### **General Publication Policies**

1. All manuscripts using MLSAAF data need to acknowledge NICHHD support. This acknowledgment should read, "Work on this manuscript was supported by R01 HD073200 (PI: Yoonsun Choi) from the Eunice Kennedy Shriver National Institute of Child Health & Human Development (NICHHD)."
2. All manuscripts using the 4<sup>th</sup> wave of MLSAAF data need to acknowledge support from the Russell Sage Foundation. This acknowledgment should read, "Work on this manuscript was supported by the RSF Trustee Grant (RSF Grant #2005-24450, PI: Yoonsun Choi) from the Russell Sage

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<sup>1</sup> This form was adopted from the National Latino and Asian American Study (NLAAS), developed by Dr. David Takeuchi and his colleagues. Several revisions were made on February 1, 2021 and the data use agreement approved prior to 2/1/21 will be replaced with the updated terms and revisions.

Foundation.”

3. All manuscripts using data of any of Waves 1 through 3 and Wave 4 need to acknowledge both NICHHD and RSF support following the guidelines described above.
4. Reference to MLSAAF should appear on the acknowledgment/cover page. Although we recognize the possible difficulty in making this reference, doing so will help with indexing, retrieval, and gaining recognition for the study.
5. The MLSAAF research team will have the opportunity to become co-authors on papers using the dataset.
6. Information on any publication resulting from the use of the MLSAAF is to be submitted to MLSAAF staff in a timely fashion.

### **Procedures for Submitting Requests to Use MLSAAF Data**

1. Users desiring to conduct analyses on the MLSAAF data will be required to submit an Abstract/Prospectus for review to the project staff and sign the accompanying confidentiality and honor statement.
2. The leadership team will review this abstract to ascertain if it overlaps with any other ongoing or planned research.
3. In cases where an abstract is reviewed and there is substantial overlap with ongoing or planned analyses or writing, the user will be encouraged to contact the relevant person already working in this area.
4. In general, the criteria for review and acceptance of an abstract will include, but are not restricted to, the following:
  - 1) Overlap with ongoing research
  - 2) Extent of burden on existing staff
  - 3) Reasonableness of requested analysis plan
  - 4) Conflict with prior analyses, write-ups, known facts, etc.
  - 5) Extent and nature of collaboration with the research staff
  - 6) Agreement to have final product reviewed by the research staff (This does not imply any attempts at censorship; the review would serve the purpose of keeping staff informed and providing a record of ongoing and completed work on the dataset.)
  - 7) User will receive an approval note upon approval of abstract.
5. Unless the analyses can be done in the University of Chicago server, the user/investigator is to submit a set of variables that are needed for the approved proposal. The MLSAAF staff will construct and provide a temp data file (either in SPSS or STATA data file), with no identifying information of respondents. The investigator is expected to inform any data problem and share the construction of new variables along with the syntax to the MLSAAF staff, so that the newly constructed variables are included in the original dataset and shared with other investigators.
6. If a lead author is a student, although the MLSAAF PI and/or team members would be working together on the proposed analyses, the student researchers are expected to include their faculty mentor/advisor in for direct guidance.
7. Once approved for the analysis plan, users need to coordinate with the MLSAAF team to obtain “AURA Agreements” (inter-institutional agreements to share data) before receiving the temp data.

**Timelines and MISC.**

1. The following timelines are meant to provide support for the data users.
  - 1) The authors are expected to provide an informal progress report with preliminary findings within 6 months of receiving the data.
  - 2) The authors are expected to submit a draft of a paper for review within 10 months of receiving the data.
  - 3) The authors can ask for an extension, if they can explain delays. The authors are encouraged to consult with the research team if they encounter problems before the timelines pass.
  - 4) If no progress is made beyond 1 year without reasonable explanations, the approval of the proposal is to rescind. This is to avoid significant delays and to make the data available for investigation for others who may be interested in a similar set of variables.
2. The MLSAAF staff should not be asked for statistical consultation or to conduct analyses when they are not participating authors.

## ABSTRACT/PROSPECTUS OUTLINE FOR MLSAAF DATASET ANALYSES

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

All persons conducting analysis on the MLSAAF dataset must have on file a plan for each set of analyses. This plan can take the form of a *brief* (1-2 pages) abstract of work proposed.

Working Title:

Request Number (TO BE ASSIGNED BY MLSAAF staff) \_\_\_\_\_

Expected Authors:

Primary Author:

- I. Statement of the problem:
  - a. What are the major issues and concepts?
  - b. What is the primary relevance, significance, or motivation for analysis?
  - c. What are the specific objectives, questions, hypotheses, etc?
- II. Analysis Plan:
  - a. What are the specific groups or subgroups of focus (i.e., Filipino youth, Korean parents, etc.)?
  - b. What are the major MLSAAF questionnaire items to be used? (Include the name of constructs and description.)
  - c. What are the plans for analysis and specific statistical techniques to be employed?
    - i. List variables (make the list as complete as possible.)
    - ii. Dependent Variable(s)
    - iii. Independent Variables
    - iv. Control Variables
    - v. Statistical techniques
- III. Dissemination Plan:
  - a. Journal publication: Specify the name of journals to which the manuscript will be submitted
  - b. Book chapter: Specify title, author, book editor(s) if applicable, publisher, and expected publication date
  - c. Conference presentation: Specify organization, conference dates, and location
  - d. Dissertation

### MLSAAF Data Use Confidentiality & Honor Statement

I have read the MLSAAF Data Use Policy, and pledge that I will strictly comply with that policy. Specifically:

- I will not disseminate, download, or make copies of the dataset (for unrestricted public use or for other unrestricted uses).
- I will notify the MLSAAF staff if I conduct additional analyses other than those proposed in this request.
- I will acknowledge that the relevant funding agency bears no responsibility for my use of the data or for interpretations or inferences based upon such uses.

I agree that compliance with this pledge and the underlying policy is a condition of continuing collaboration and association with MLSAAF.

Your Name (please type or print): \_\_\_\_\_

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

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

MLSAAF Staff Signature: \_\_\_\_\_

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