



2023 ARMS Conference - Abstract Guidelines

GUIDELINES FOR SUBMITTING A COMPETITIVE ABSTRACT IN THE FORM OF: ORAL PRESENTATION, POSTER PRESENTATION OR PRE-CONFERENCE WORKSHOP PRESENTATION

THEME SELECTIONS

CONFERENCE THEME:

Shifting Sands: Embracing the Diverse Future of Research Management

The first in-person conference since the start of the COVID-19 pandemic, the coming year's Australasian Research Management Society conference will take place in Sydney, Australia.

The theme of the conference, *Shifting Sands: Embracing the Diverse Future of Research Management*, encourages us to harness uncertainty and change to cultivate a more resilient, inclusive, and sustainable future.

How can research organisations evolve to maintain their relevance and find balance as the pace of global change increases? While this unpredictability can be unsettling it is also an opportunity for renewal and reinvention, pushing us to embrace diverse and creative ways of working.

Increased collaboration, multidisciplinary research programmes, and co-development with industry, decision makers, Indigenous peoples, and communities are just some of the likely priorities for the future of research. How can we as research managers support researchers to navigate the increasing complexity of these arrangements?

Join us to share knowledge and experiences – let's build back better and reconnect with our community face-to-face in 2023.

This theme includes the following sub-themes:

Each sub-theme for the Conference represents components of the research and innovation ecosystem that are facilitated and supported by research administrators and managers. These will determine the organisation of abstracts.

Sub Theme 1: Workforce development and diversity

A lynchpin of a thriving research sector is an empowered and energetic research and professional staff workforce. With the disruptions of recent years and staff that are increasingly time-poor, how might we most effectively develop and support researchers and professional staff?

Workforce development strategies seek to foster positive change by building new capabilities and skills, improving how we create and develop teams, and adapting to ever-shifting contexts. People development can be transformational, but it is not without its challenges. Common 'wicked problems' include how to scale, how to genuinely engage and effect change, and how to meet the needs of a diverse workforce. This sub-theme will explore the development of research support professionals as well as researchers.

Possible topics include:

- Training, mentoring, and community-building strategies
- Researcher development across the career span – PhD students to senior researchers
- The value of formal research manager development
- Fostering diversity in our workforces; who is missing and why?
- Approaches to people development at large complex organisations
- What really works (and doesn't), and how do we know?
- Respecting and embracing Indigenous knowledge
- Disrupting the status quo to enable true equality

Sub Theme 2: Analytics and the future of research

Data and analytics can enable evidence-based decision making and provide clarity and direction for research institutions looking to set ambitious research priorities.

Data driven insights allow us to explore new horizons and trends, giving research managers the tools to develop strategies which ensure institutional research programs are best placed to thrive in the future.

When used effectively analytics can help institutions find areas of growth and opportunities for international and industry collaborations, evaluate research performance, and assess administrative and financial efficiency.

How can institutions combine what they already have with what's out there to get the optimal suite of products/data for them?

This sub-theme invites abstracts discussing the use of data and analytics in research management.

Possible topics include:

- Data visualisation and dashboard reporting
- Using metrics to assess and lift institutional research performance
- Innovations in research information systems and processes
- Improving reporting capability
- Analytical tools/case studies
- Significance beyond numbers – effective support for Indigenous research and researchers from the data

Sub Theme 3: Research quality: Ethics and integrity beyond compliance

Research ethics and integrity provide a framework of guiding principles to ensure research is beneficial, scientifically sound, and reproducible. This framework ensures respect is given to human participants by seeking their voluntary consent to collect and use their data and/or tissue for research purposes. It endeavours to protect the welfare of animals through the principles of reduction, refinement and replacement. The principles of research ethics and integrity are important both for the protection of human participants and animal subjects, and to ensure research is of high quality.

Understanding and practices in relation to research ethics and integrity necessarily develop in response to changing social expectations and comprehension of equity, diversity and inclusion. Respect for individuals and for cultures and cultural integrity is critical to understanding research methodologies and models that derive from Indigenous cultures, as well as to research quality and to its 'translatability'.

Some example topics include

- Issues with the governance of ethics/integrity due to the changing nature of research and the difficulty of navigating this
- Online research, especially in risky areas such as violent extremism, or that utilises personal data posted online as research data;
- Case studies illustrating the contribution of research ethics and integrity to research quality
- Research collaborations with non-university actors;
- Issues with open data, e.g. in relationship to Indigenous data sovereignty;
- Wider incorporation of broader cultural models of research e.g. mātauranga Māori, and how this requires changes in governing models of ethics/integrity
- Navigating ethics/integrity in a politically charged landscape e.g. during the COVID-19 pandemic and its aftermath
- Diversity in research and research management
- How to encourage a diverse research workforce in an age of career precarity
- The relationship between diversity/equity/inclusion and research integrity
- What is best practice that supports good research without becoming either a block to innovation or merely a "check-box" exercise?

Sub Theme 4: Supporting Indigenous research and engagement

Cultivating a resilient, inclusive, and sustainable future for Research Management requires us to rethink our approaches. Moving from an individual focus approach to a multidisciplinary approach to research. A greater focus on co-designed, co-developed proposals. Engagement with our communities throughout the duration of the research not just at the end as a 'user' of the research.

Indigenous focused research has always taken a non-traditional pathway to research. Unfortunately, our Research Offices are not equipped to cater or understand the needs of our Indigenous researchers. Research infrastructure, systems and policies often work in opposition or against the ethos of Indigenous research and researchers.

Example topics include:

- Research development including budgeting
- Post Award contract management
- Ethics and research engagement
- Compliance
- Dissemination
- Governance

Sub Theme 5: Higher Degree Research - Creating Consistency in Inconsistent Ecosystems

Higher Degree Research (HDR) ecosystems within universities, faculties, schools, departments and centres weave in and out of one another responding to disciplinary, cultural, institutional and government priorities and influences. The experience of HDR students working within affiliated institutes is sometimes made more complex by the distance – physically and culturally – between the enrolling university and the research institute. And the experience of Indigenous or other marginalised students is more complex again. Research managers are tasked with creating a consistent path through the intertwined ecosystems, helping HDR students and supervisors as they navigate towards completion.

This sub-theme invites abstracts addressing experiences of change and inconsistency in HDR management, ways to find a firmer footing, and strategies to create stability amidst uncertainty and conflicting cultures and priorities. Topics might include:

- Inclusive HDR recruitment practices
- Supporting supervisors and students in the context of an MRI
- On-time completion: finding the end of the rainbow
- The when and why of completion scholarships
- The usefulness of student review processes in different contexts

Sub Theme 6: Improving engagement, improving research

When you think of research, who do you think of? The researcher? Their team? The administrator?

Who is the expert? The person with lived experience? The advocate? The end user?

Engagement between all the potential participants in research can ensure that research planned is respectful of all involved and that methodological challenges are identified before the project begins. So why is it so hard to encourage engagement? As research management professionals we are in a unique position to broker connections across many different corners of our sector, the community and society. But these relationships take time and effort, and they sometimes feel like diversion rather than enhancement. This sub-theme explores the why and how of research engagement – and the ways research management professionals can foster greater inclusion for better research outcomes.

Example topics include:

- Authentic engagement with Indigenous cultures: benefits and challenges
- Diverse sources of research funding, expertise and impact pathways
- Fostering international engagement
- Commissioned research and working with industry
- Connecting with decision and policy makers
- Identifying boundaries and opportunities for joint problem solving
- Engagement by design: examples of institution wide or project specific engagement groups

Sub Theme 7: Research impact: tackling the global challenges of the future

The COVID-19 pandemic has highlighted the importance of research-informed public policy, enabled agile and responsive collaborations between researchers and industry to rapidly develop medical advancements, and brought scientists to the forefront of public attention as they were relied upon to effectively communicate science to the world. At the same time the inequitable distribution both of vaccines and medicines and of information created consequences that were foreseeable but were often not foreseen.

Since, there has been a noticeable increase in urgency for research to tackle global challenges and increased recognition of the importance of careful consideration of the impact both of the challenges and of the delivery of solutions. With this call from governments and funders comes an increased pressure on research managers to support engagement, knowledge translation, knowledge mobilisation, and impact development. The world of commercialisation is also changing, with technology transfer offices considering impact investment to enhance societal impact of commercial ventures.

Topics might include:

- Intended consequences: implementation of research findings by Indigenous communities
- Examination of the speed of translation of COVID vaccine research
- Telling the impact story as part of the research process
- Social entrepreneurship as a translation pathway

Sub Theme 8: Research operations: Pre-award, post-award, and finance

The ever-increasing administrative complexity of managing research has seen added pressure on the research operations teams who are running the “wheelhouse,” sometimes better known as the research office. Quite often these teams are in the background trying to keep everything working for the researchers, keeping them on track, making sure all of the compliance requirements are met both pre and post award. With many research organisations experiencing staffing shortages in these areas, it has never been more important to shift the focus from being process driven to efficiency and effectiveness.

Example topics include:

- Pre award administrative functions
- Grant submission processes
- Post Award contract management
- Costing and Pricing of research
- Research budgets and forecasts
- Finance business partnering with researchers
- Compliance topics
- Funder perspectives

GENERAL GUIDELINES ON SUBMITTING AN ABSTRACT

Abstracts submitted for the ARMS 2023 Conference should:

- ✓ **Articulate succinctly the key message(s) you wish to communicate to conference delegates**
 - **Clearly identify** the subject matter or topic of your presentation or workshop
 - **Emphasise the key idea(s)** regarding the problem(s) or question(s) you wish to address
 - **Highlight** your central idea regarding the question(s)/problem(s)
 - **Outline** no more than three key points to your argument
 - **Demonstrate** the relevance to advancing the professionalism of research management and administration.

- ✓ **Evoke interest** so that conference participants want to hear what you have to say
 - **Select** a title that is captivating and will draw conference delegates
 - **Choose** the right pitch and language, i.e., use words that are understood by both specialists and non-specialists, avoiding jargon where possible

- ✓ **When presenting the abstract** make sure that you
 - **Submit** your abstract **online** through the speaker portal website
 - **Be concise** - Abstracts should not exceed 250 words and must relate to one of the identified conference themes
 - **Select an interesting and engaging title** – no more than twenty (20) words
 - **Identify the presenter's name(s)** – identify which presenter is nominated for contact. Note that proxy delegations for successful abstract presenters will not be permitted
 - **Identify the presenter's contact details** - Including institution, address, email address and telephone number
 - **Provide an indication of preferred presentation format** (Oral Presentation, Poster presentation or pre-conference workshop). Note – inclusion in a particular presentation format is at the discretion of the ARMS 2023 Program Committee
 - **Submission must be made** in any one of the sub categories as outlined in this document.
 - **Submissions may not be advertisements** of institutions as would be more typical of vendor or institution exhibits. Abstracts must be academic and/or professional in nature

Consistent with the value we place on high standards of research governance including the protection of integrity and ethics of research, ARMS expects that all materials published through ARMS forums are based on activities conducted in accordance with the Australian Code for the Responsible Conduct of Research and the Singapore Statement on Research Integrity. ARMS expects all its members to demonstrate best practice and this includes obtaining all necessary approvals for the conduct of activities to inform presentations and papers published through ARMS, including conference presentations. ARMS expects all members and those seeking to communicate activities through ARMS forums to comply with their institutional processes regarding Ethics Committee approval for the involvement of human participants or animals. For example, where a survey is conducted to form the basis of a presentation at an ARMS conference, it is expected that the presenters will comply with their institutional policies regarding obtaining Human Research Ethics Committee approval for the survey. ARMS considers distribution at a conference to be publication and therefore all institutional requirements regarding the conduct and dissemination of research activities should be complied with.

SPECIAL INSTRUCTIONS

Oral Presentations (15-minute presentation + 5-minute question time)

- Submissions for oral presentations should describe original research conducted by the authors under one of the conference themes. Abstracts should clearly outline the topic being covered.
- 15 minutes will be allocated for oral presentations with an additional 5 minutes for questions. *Speakers may be given more/less time to present at the discretion of the Program Committee.*
- The Program Committee reserves the right to adjust the presentation time in certain cases.
- Abstracts should be presented using PowerPoint projection. Please bring your presentation PowerPoint slides on a memory stick to the audiovisual speaker's preparation room on arrival at the conference so it can be loaded on to the conference lap top computers. Please also bring a back-up of your presentation on a separate USB/memory stick in case your presentation fails.
- Standard audio-visual facilities will be available.

Poster Presentation

- Submissions for poster presentations should describe work under one of the conference themes where possible.
- Authors must attend their posters during the allocated time to answer questions.
- Posters should be 84cm wide and 119cm high.
- The poster should include author and co-authors' names, a short title, the name of the institution where the work was carried out, an abstract and section headings such as Introduction, Methods, Results, Conclusions and Recommendations.
- Posters should be succinct, easily read from a distance and engaging.
- Each poster will be allocated a poster number closer to conference. The poster number will indicate where your poster will be positioned/displayed at the conference. Posters will be on display throughout the conference.

Pre-conference Workshops

- Submissions for pre-conference workshops should describe work under one of the conference themes.
- Abstracts should be presented using PowerPoint projection. Overheads will not be permitted. Please bring your presentation PowerPoint slides on a memory stick to the audiovisual speaker's preparation room on arrival at the conference so it can be loaded onto the conference laptop computers. Please also bring a back-up of your presentation on a separate USB/memory stick in case your presentation fails.

TERMS AND CONDITIONS OF SUBMITTING AN ABSTRACT

The below terms and conditions associated with abstract submissions must be read, understood and agreed to at point of online submission.

- Abstracts must be submitted online no later than the advertised deadlines by ARMS Executive Office.
- The acceptance of an abstract for the event does not imply any provision of registration for the event, nor any other costs associated with preparation or presentation of the abstract or presenter's attendance at the event.
- All authors presenting at the event must register and pay to attend.
- Authors agree to permit the event organisers' to publish the abstract in the online event app and other event materials as required.

- If the author(s) have any commercial interests or associations that might pose a conflict of interest regarding this submission, they must be declared.
- You confirm the submission has been approved by all authors and is original work.

KEY DATES

Closing Date for Submissions - PLEASE NOTE

- Pre-conference Workshops - closing date **Monday 6 March 2023**
- Oral Presentations - closing date **Monday 17 April 2023**
- Poster Presentations - closing date **Monday 17 April 2023**

NB: Late abstracts will not be accepted.

Notification Date for Submissions - PLEASE NOTE

All submissions will be carefully reviewed by the ARMS 2023 Program Committee and authors will be notified of acceptance.

- Pre-conference Workshops – **from end March 2023**
- Oral Presentations - **from end April 2023**
- Poster Presentations - **from end April 2023**

Presenters will be notified via email and will be sent a link to registration. All presenters must register by **Friday 30 June 2023** in order for the program to be finalised and published. NB: Earlybird registration closes Monday 5 June 2023

In the event that the presenting author does not register, the abstract will be withdrawn.

EXAMPLE OF A SUCCESSFUL ABSTRACT

Theme:

Leader Presentation Stream

Title:

'Coordinating Research Integrity, Governance and Ethics Expectations in International Research Collaborations: Pitfalls and Solutions'

Authors/Presenters*:

Dr Ted Rohr*, Director Research Ethics & Compliance Support, UNSW Australia

ted.rohr@unsw.edu.au): As founding leader of the ARMS Ethics & Research Integrity Special Interest Group, Ted has a long-standing and significant experience in the stream topic. He is engaged at both national and international levels in shaping the discussions around research integrity, governance and ethics and focuses on the contribution towards high-quality research development.

Bronwyn Greene, Executive Officer Office of the Deputy Vice-Chancellor (Research), UNSW Australia (b.greene@unsw.edu.au): Bronwyn has worked in the Australian higher education and research administration/management sector for both government and universities for about 20 years. Amongst other things, Bronwyn is responsible for research policy, planning, strategy and research integrity at UNSW. Bronwyn has been invited to present nationally and internationally on research policy and research integrity. She is the immediate past Chair of the Group of Eight Research Integrity Group and the UNSW representative on the Universitas21 (U21) Research Integrity Committee.

Abstract:

In international research settings research compliance expectations are complicated. Institutions and researchers need to understand, and have mechanisms in place to navigate through, the different research governance expectations of all countries involved in a collaboration; from the different legislative requirements, national and institutional research codes, as well as the sometimes conflicting funding conditions when single projects are funded from multiple international sources. Institutions and researchers are pretty good at covering off the standard terms of collaboration agreements such as funding, deliverables, project terms, IP ownership and the like. These contract terms are generally well understood and managed internationally. Where collaboration agreements have generally failed is in including clear terms related to the responsible conduct of research and in identifying, investigating, reporting and dealing with allegations of research misconduct. Expectations on the responsible conduct of research, such as responsible authorship, publication and data management are encompassed in the Singapore Statement on Research Integrity but may conflict with local legislative expectations. In research involving humans or animals, there are significant cultural and legislative differences among countries and their funding bodies in expected review and monitoring mechanisms. Here, we collect and report on experiences from senior researchers and research administrators involved in international research.

ABSTRACT TEMPLATE

PRESENTATION TYPE: Oral Presentation, Poster presentation or Pre-Conference Workshop

THEME: Insert theme name you wish to submit under

Abstract Title (no more than 20 words)

*Presenters, Authors:

***Surname, First name** ^x, Surname, First name ^x,

^x *Affiliation*, ^x *Affiliation*,

Presenters email address:

ABSTRACT (must not exceed 250 words):

Insert text