

ARMS

Australasian Research Management Society

2022 / 2023



ARMS Report To Members

HIGHLIGHTS FROM
1 JULY 2022 – 30 JUNE 2023

www.researchmanagement.org.au

ARMS

Australasian Research Management Society

About the Australasian Research Management Society (ARMS)

ARMS is the Australasian association of research management professionals¹. The Society's membership spans universities, independent research institutions, government and health research organisations from across the Australasian region including Australia, New Zealand and Singapore.

Company Information

Australian Business Number: 57 334 849 485
Registered Office: C/- Flinders University,
GPO Box 2100, Adelaide SA 5001
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✉ ARMSAdmin@researchmanagement.org.au
🌐 www.researchmanagement.org.au

ARMS was incorporated in Victoria and is a Not-For-Profit (NFP) association (ARBN 609 051 443).

¹ Research Management Professionals are defined as individuals who provide strategic, management, technical, administrative, or clerical assistance to support the research endeavour.

ARMS acknowledge the contributions made by our Corporate Partners, F1 Solutions (Platinum), Cayuse (Gold), ExLibris-Research Professional – Now Clarivate Pty Ltd (Gold) and ResearchMaster (Gold).

We also extend our gratitude to RMIT University for sponsoring the Society's annual awards for Research Management Practice.



ARMS acknowledges the generous support of Flinders University, the official host of the Executive Office based at its Bedford Park Campus, Adelaide, South Australia.

ARMS acknowledges the traditional owners of the lands that we live and work and pays its respect to elders past, present and emerging.

Table of Contents

FROM THE PRESIDENT

ARMS OFFICE BEARERS AND COMMITTEE MEMBERS

Our Executive Office

MEMBERSHIP

MANAGEMENT AND ORGANISATIONAL STRUCTURE

Board of Directors

Induction

Organisation

AMENDMENTS TO THE ARMS CONSTITUTION

ARMS STRATEGIC PLAN – TOWARDS 2025

Implementation Plan

Our Vision

Our Mission

Our Values

ARMS ACCREDITATION PROGRAM

Foundation Level Accreditation Program (FLAP)

Established Level Accreditation Program (ELAP)

Accreditation Council

Members of the ARMS Accreditation Council

Professional Development, Education and Training

ARMS Training Fellows

PROFESSIONAL DEVELOPMENT FRAMEWORK

CHAPTER HIGHLIGHTS

Australian Capital Territory Chapter

Global Chapter

New South Wales Chapter

New Zealand and Pacific Islands Chapter

Queensland, NT and PNG Chapter

Singapore Chapter

South Australia Chapter

Tasmania Chapter

Victoria Chapter

Western Australia Chapter

2 STANDING COMMITTEE HIGHLIGHTS 25

Conferences and Major Events Committee (CMEC) 25

Education and Professional Development Committee (EPDC) 25

3 Governance, Finance and Audit Committee (GFAC) 26

3 Member Services Committee (MSC) 26

4 SPECIAL INTEREST GROUPS 27

Directors of Higher Degree Research 27

7 Ethics and Research Integrity 27

8 First Nations Research 27

8 Health and Medical Research 28

8 International Research Collaborations 28

Post Award Research Management 28

9 Research Development 28

Research Impact 29

10 Research Information and Reporting 29

10

11 ARMS AWARDS 30

11 Janet Dibb-Leigh Award for Distinguished Service to Research Management 2022 30

11 Fellows of ARMS 2022 30

12 ARMS-INORMS Travel Awards 2022/23 30

12 RMIT Paul Taylor Awards for Excellence in Research Management Practice 2022 31

13

13

14 CONFERENCES AND EVENTS 32

14 ARMS Annual Conference 32

15 Australasian Ethics Network (AEN) Biennial Conference 2023 34

15

16 STRATEGIC PARTNERSHIPS 36

Australasian Ethics Network (AEN) 36

Australasian Research Training Network (ARTN) 36

19

19 STAKEHOLDER ENGAGEMENT 37

19

20 GLOBAL PARTNERSHIPS 38

20

21 OUR FINANCES 39

21 Audited Financial Statement 40

21

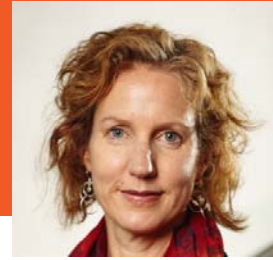
22

23

23

24

From the President



As we conclude the reporting period ending 30 June 2023, the dedication and commitment of our members to reconnect, recalibrate and revive after challenging times is a testament to the strength of our community of Research Management Professionals. Each letter of the acronym “ARMS” reflects other notable and important qualities of our membership:

AGILITY

The ability for our members to pivot and innovate in the face of challenges is a hallmark of a dynamic and effective community.

RESILIENCE

Sharing best practices and learning from each other's experiences underscores the resilience as a community of Research Management Professionals.

MEMBERSHIP

The strength of our community lies in its diverse and committed membership who share a common vision of equity, diversity and global research excellence.

SUPPORT

A hallmark of what we have done over the past few years, and will continue to do in the future, is how we support each other.

This report celebrates the many achievements of the Society across our strategic priorities in support of our missions and goals.

The Society could not operate without the valued contributions made by our 100+ volunteer members that help to achieve our strategic priorities. I extend my sincere gratitude to all our volunteers serving on our Board, Standing Committees, Accreditation Council, Chapters, SIGs, Networks, and other ad-hoc working groups as well as to our Training Fellows who help to educate and train our Research Management workforce. Together as a strong, vibrant community we have been able to accelerate our growth this period and provide many quality benefits to support all our members.

Finally, I acknowledge our many corporate partners and sponsors who are critical in supporting our investment in delivering essential services to our members. We specifically acknowledge our Corporate Partners during the reporting period: F1 Solutions (Platinum), Cayuse (Gold), Ex-Libris (Gold) and ResearchMaster (Gold). A special mention is also extended to RMIT University for sponsoring the annual RMIT Paul Taylor Awards.

Congratulations to all on our remarkable progress and success. I also wish to thank the ARMS HQ led by ARMS Chief Operating Officer, Maria Zollo, for their dedicated service. They embody what it means to provide high quality support services to allow our community to achieve research management excellence.

Dr Tania Bezzobs
ARMS President

ARMS Office Bearers and Committee Members

Members of the ARMS Board for the period 2022/2023 include:



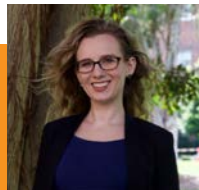
President
Dr Tania Bezzobs
University of Technology,
Sydney
(Appointed 2020,
re-appointed 2022)



Secretary
Ms Kate Swanson
The University of
Queensland
(Appointed 2022)



Treasurer
Ms Susan Rose
Deakin University
(Appointed 2021)



General Committee Member
Ms Emma Collyer
UNSW Australia
(Appointed 2021,
reappointed 2023)



General Committee Member
Dr Amanda Cleaver
Telethon Kids Institute
(Appointed 2021)



General Committee Member
Dr Yordanka Krastev
Chrysalis Advisory
(Appointed 2020,
re-appointed 2022)



General Committee Member
Dr Brett Szmajda
CSIRO
(Appointed 2022)

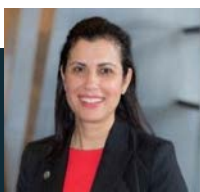


General Committee Member
Ms Jaylene Wehipeihana
The University of Auckland
(Appointed 2021,
reappointed 2023)

We acknowledge the following departing Board members whose terms ended November 2022:

- Dr Lesley Ashton, ARMS Secretary, Quovadis Consulting.
- Dr Hannah Clarke, General Committee Member, Canberra Hospital ACT Health.

Our Executive Office



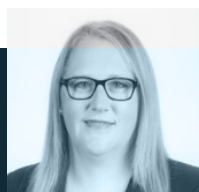
ARMS Chief Operating Officer
Ms Maria Zollo
Responsible for providing operational leadership and management and supporting the ARMS Board in the implementation of its ARMS Strategic Plan – Towards 2025.



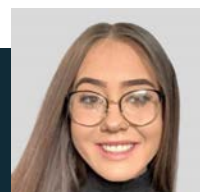
Management Accountant
Mr Brett Dobson
Responsible for providing financial management and accounting expertise to ensure accurate transactional management and processing of ARMS accounts.



Accreditation Program Administrator
Ms Dana Watts
Responsible for the daily management and maintenance of ARMS operations including accreditation program and membership management.



Conferences and Major Events Coordinator
Ms Lisa Beckham
Responsible for co-ordinating and managing small to large scale events as determined by the Conferences and Major Events Committee.



ARMS Events Administrator
Ms Kaeisha Kilmister
Responsible for providing general secretariat support to the ARMS Executive Office including coordination of social media.

Membership



**4,200
MEMBERS**

As of June 30, 2023

As of June 30, 2023, the Society recorded 4,200 members from across the Australasian region, including Australia, New Zealand, and Singapore. This represents a 7.36% increase of our membership base from the previous reporting period.

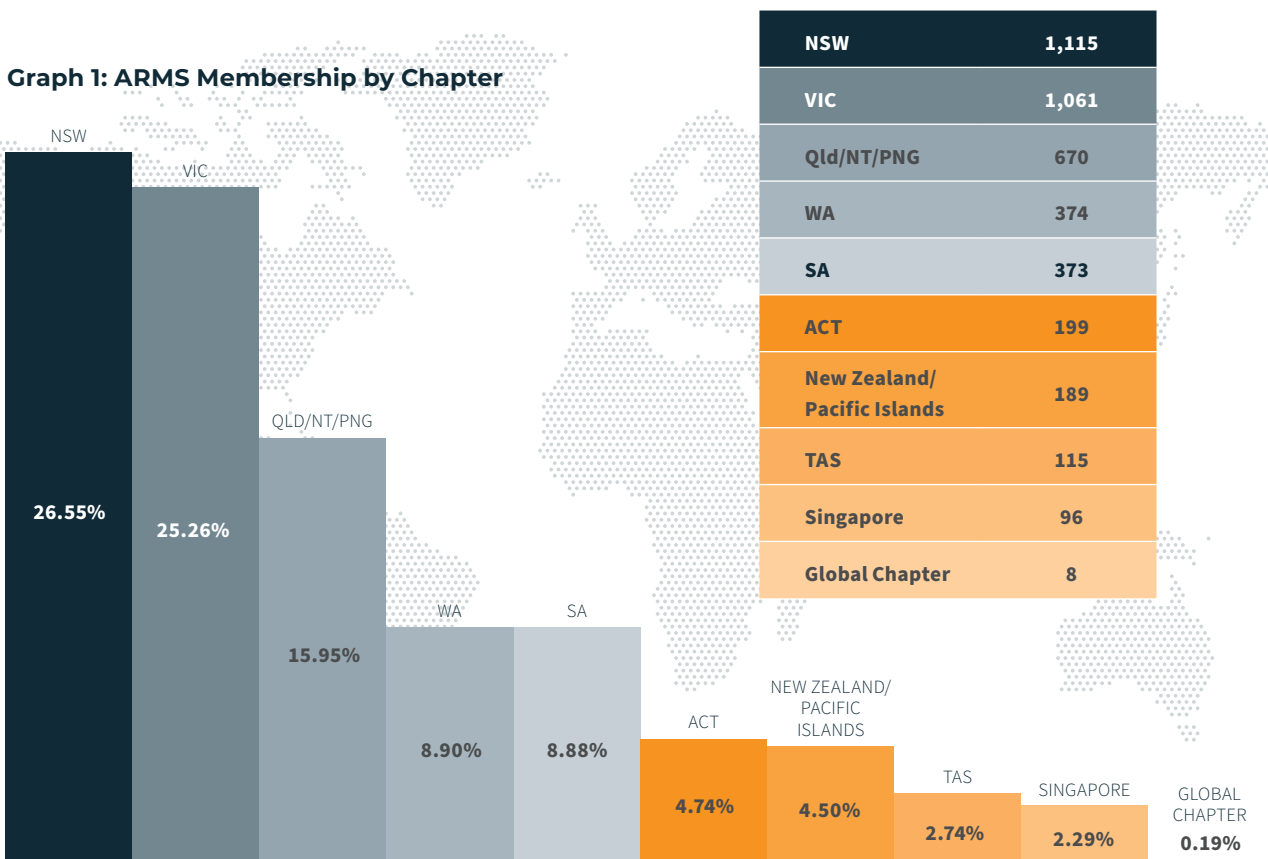


This represents a 7.36% increase of our membership base from the previous reporting period.

The NSW Chapter held the largest membership base (1,115 or 26.55%) followed by VIC (1,061 or 25.26%), Qld/NT/PNG (670 or 15.95%), Western Australia (374 or 8.90%), South Australia (373 or 8.88%), ACT (199 or 4.74%), New Zealand/Pacific Islands (189 or 4.50%), Tasmania (115 or 2.74%), Singapore (96 or 2.29%) and the Global Chapter (8 or 0.19%).

The geographical distribution of our members is summarised in Graph 1.

Graph 1: ARMS Membership by Chapter



The Society acknowledges the generous support of our corporate and small corporate members during the reporting period.

Corporate Members

A*Star Research Entities	Murdoch University
ACT Health	Nanyang Technological University
Australian National University	Queensland University of Technology
Auckland University	RMIT University
Australian Catholic University	Southern Cross University
Bond University	Swinburne University
Cancer Council Australia	Telethon Kids Institute
Central Queensland University	The University of Adelaide
Charles Darwin University	The University of Melbourne
Charles Sturt University	The University of New South Wales
CSIRO	The University of Newcastle
Curtin University	The University of Queensland
Deakin University	The University of Sydney
Edith Cowan University	The University of Western Australia
Federation University Australia	University of Canberra
Flinders University	University of New England
Griffith University	University of South Australia
James Cook University	University of Southern Queensland
La Trobe University	University of Tasmania
Macquarie University	University of Technology Sydney
Massey University	University of the Sunshine Coast
Ministry of Business Innovation & Employment NZ	University of Wollongong
Monash University	Victoria University
Murdoch Children's Research Institute	Western Sydney University

Small Organisation Membership

AgResearch Ltd	The Walter and Eliza Hall Institute of Medical Research
Baker Heart & Diabetes Institute	Transport Accident Commission
Otago Polytechnic	University of Notre Dame
Singapore Management University	Victoria University of Wellington
Sydney Children's Hospital Network	

Corporate Membership

This category is designed for those members whose fees are met by their employing organisation, which is actively engaged in, or supports the research enterprise. The maximum number of voting members in each employing organisation under this category is 20, but this does not exclude the employing organisation from identifying further non-voting members.

Individual Membership

This category has two tiers.

Tier 1: Standard Individual Membership

This category is designed for individuals who are employed or active in the field of research management and/or administration at any level and with any sector of the research community. Each individual has voting privileges in the Society.

Tier 2: Small Corporate Membership

This category is designed for small organisations such as Medical Research Institutes, Government Organisations, and Cooperative Research Centres, and offers a 10% discount on the Standard Individual Membership rate when 6-10 members at the same organisation pay their membership fee on a single invoice.

Each Small Organisation Member under this category has voting privileges in the Society.

Retired Membership

This category is designed for current members who have retired from the research management sector but wish to remain a part of the Society.



Membership

Our Commitment to Financial Sustainability

The Board's continual focus has been on the Society's financial viability, particularly in light of constraints imposed by the pandemic.

To this extent, a special resolution to revise the Corporate Membership fee structure was proposed initially at the Annual General Meeting of the Society on the 7th of September 2022 and ratified at a Special General Meeting (SGM) of the Society held on the 7th of December 2022. The impetus for changing the Corporate Membership fee structure includes:

- The Board's continual focus on ensuring the financial sustainability of the Society by growing its baseline membership and increasing its revenue, particularly during the pandemic where financial constraints had an obvious material impact;
- Ensuring that ARMS continues to deliver on its charter of providing high-quality benefits to all members; and
- Acknowledgement that the membership fees have not been changed substantially since the establishment of ARMS in 1999, except for marginal price increases in line with CPI and compliance with the ARMS constitution.

At the SGM, it was noted that key Corporate Members were widely consulted and given the opportunity to provide constructive feedback.

The revised Corporate Membership fee structure for implementation for FY 2023/2024 was presented as follows:

Tier 1 Corporate Membership

Unchanged from existing membership-fee structure in terms of cost structure. 2023/2024 FY = AUD \$3,510 ex GST.

- Research organisations - Up to AUD \$50m external research revenue in the most recent financial year); or
- Funding agencies/organisations and councils - Up to AUD \$50m in external grant funding (distributed to other organisations) managed in the most recent financial year; or
- Other organisations not elsewhere covered – Up to AUD \$30m total expenditure.

Tier 2 Corporate Membership

New. 2023/2024 FY = AUD \$4,914 ex GST.

- Research organisations - AUD \$50m-\$99.99m in external research revenue in the most recent financial year; or
- Funding agencies/organisations/councils – AUD \$50m - AUD \$99.99m in external grant funding management in the most recent financial year; or
- Other organisations not elsewhere classified, AUD \$30m - AUD \$60m expenditure.

Tier 3 Corporate Membership

New. 2023/2024 FY = AUD \$6,880 ex GST.

- Research Organisation - >AUD \$100m external research revenue in the most recent financial year; or
- Funding agencies/organisations/councils - > AUD \$100m in external grant funding managed in the most recent financial year; or
- Other organisations not elsewhere classified, AUD > \$60m expenditure.

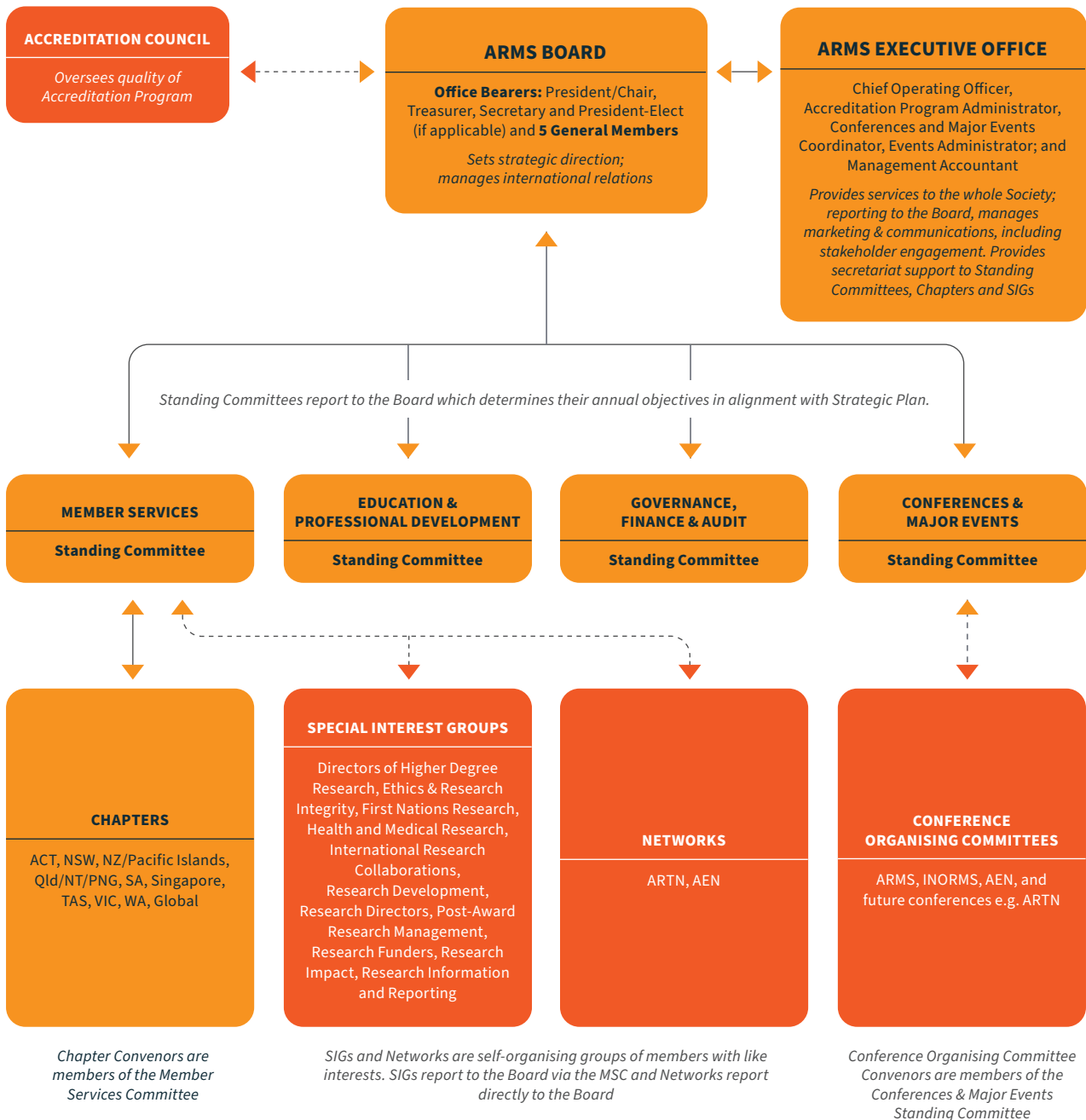
The Tier 1 membership fee structure was slightly modified to allow organisations experiencing financial hardship to access Tier 1 under exceptional circumstances, with such cases considered independently by the ARMS Board.

A final vote was taken at the SGM which included proxy votes received prior to the meeting. The resolution was carried for implementation for FY 2023/2024.



Management and Organisational Structure

ARMS is a not-for profit association formed in 1999. It is governed by an approved Constitution and operationalised by a set of by-laws. (ARBN 609 051 443).



Entities within the Society which have vested delegated authority in the ARMS governance structure, as per Constitution and ByLaws

Management and Organisational Structure

Board of Directors

The ARMS Board is the governing body, and it controls and directs the affairs of the Society, including its committees and publications. The Board determines the Society's promotions, policies, and strategic planning, and it evaluates the Society's progress towards achieving its mission and goals in accordance with [ARMS' Strategic Plan – Towards 2025](#). The Board has statutory responsibility for all ARMS activities.

The Board includes four office bearers - President, President-Elect, Secretary, and Treasurer including five general Committee Members, with one being appointed outside of Australia.

The ARMS Chief Operating Officer (COO) provides strategic and operational support to the Board and leads the Adelaide based Executive Office hosted by Flinders University at its Bedford Park campus.

All Committee positions, including membership on the ARMS Board are voluntary. The Society acknowledges the dedication of all its members who contribute their time on a voluntary basis and their employing organisations who support them.

Induction

All newly appointed ARMS Board members attend a formal induction which covers legal and financial training. Board members are also provided with an induction handbook covering all governance and operational aspects of the Society.

Organisation

To further its mission, ARMS is organised into Chapters, Standing Committees, Special Interest Groups and Networks which may change over time, depending on the needs of the Society and the approval of the Board. These structures are largely directed by the strategic goals and operational principles outlined in the [ARMS' Strategic Plan – Towards 2025](#).



ARMS Board Meeting held on February 2, 2023.

Amendments to the ARMS Constitution

As part of good governance practices, the ARMS Board is responsible for ensuring that from time-to-time, the guiding rules and principles covered in our Constitution comply with any changes to the model rules under the Associations Reform Act 2012 and other relevant legislation.

Furthermore, as a modern, progressive association, whose practices and operations have had to change in pace with our external environment and needs of our members, it is also essential that our Constitution reflects such changes.

At the Annual General Meeting of the Society held on 7 September 2022, members were informed by the President on the advice from the Governance, Finance and Audit Standing Committee (GFAC), that a review of the Constitution would occur in 2023.

Members were invited on 27 March 2023 to provide practical feedback. At the end of the consultation period (18 April 2023), feedback was received from ARMS members, including the Board, Chapters and Special Interest Group members. A sub-committee of the ARMS Board was established to carefully review the Constitution, considering this feedback from members, the President and remainder of the Board.

The Board also engaged external Legal Counsel (Elementary Law) to assist in the review. The scope of the brief to Legal Counsel included:

- The review of the Constitution to ensure that it complies with any changes to the Associations Reform Act 2012 (and its model rules where applicable) including other relevant legislation; and
- Advice on how amendments to the Constitution can be implemented that are easy to follow and meaningful to the Society’s members.

Legal Counsel was provided with a marked-up version of the Constitution from the sub-committee to commence the legal review. At the completion of the legal review, a revised version of the Constitution was submitted to the Society’s Governance, Finance and Audit Committee (GFAC). The GFAC provides an independent, robust, and effective process for reviewing such amendments to ensure the Board fulfils its legal and functional responsibilities. A final version of the revised Constitution will be presented to the members at the Annual General Meeting of 7 September 2023.



The GFAC provides an independent, robust, and effective process for reviewing such amendments to ensure the Board fulfils its legal and functional responsibilities.

ARMS Strategic Plan – Towards 2025

The Strategic Plan guides culture and provides direction to decision-making and actions towards 2025 to ensure the delivery of ARMS’ mission for its members. The Strategic Plan is due to undergo a revision in 2024 which will involve wide consultation with ARMS members.

The strategic priorities of the Society are:

STRATEGIC PRIORITY 1	STRATEGIC PRIORITY 2	STRATEGIC PRIORITY 3	STRATEGIC PRIORITY 4	STRATEGIC PRIORITY 5
Excellence of the Individual	Promotion of the Profession	Creating Communities of Practice	International Excellence	Innovation in Research Management
The Society provides a diverse and broadly accessible range of professional development opportunities including a high-quality accreditation program, and other resources to enable members to continually enhance their skills and expertise.	ARMS works with all stakeholders and influencers to promote the research management profession. It facilitates the delivery of research management practices that support future research excellence.	Through Chapters, Special Interest Groups and Networks, ARMS provides opportunities and resources to drive the development and sharing of best practice. This fosters dialogue, accessibility, learnings and synergies amongst its members and stakeholders.	ARMS is part of a global community of research management professionals that aim to develop best practice and attain excellence in research management. The Society also works with countries where research management is an emerging profession to support the awareness and practice of research management.	ARMS recognises the rapidly changing landscape of the research enterprise and facilitates innovation in research management to support research excellence.

These priorities are intended to shape the programs ARMS delivers, the services it provides and the management of its business and finances to continue to support and expand a sustainable and successful society.

Implementation Plan

The ARMS Board also developed an Implementation Plan which sets the framework for achievement of its strategic priorities over the next triennium. The Implementation Plan took effect from January 2019 and is monitored annually by the Board against several Key Performance Indicators (KPIs).



Our Vision

ARMS aims to create an internationally connected community of research management professionals who operate at the highest standards to influence, support and enhance the global delivery of research excellence.



Our Mission

ARMS is dedicated to the development of research management professionals; the promotion of the profession of research management; and the advancement of the research enterprise.

The Society fulfils its mission through:

- A strong, agile and resilient network of research management professionals at all levels and in a variety of settings through personal relationships and professional collaborations, presentations, formal and information meetings and publications.
- Development and promotion of international best practice for research management in Australasia and Singapore that is responsive to the changing factors that influence the research environment.
- Enhancement of the interface between researchers and research management professionals.



Our Values

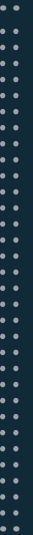
The Society values:

Equity and diversity in the profession of research management;

A strong, vibrant profession;

High standards of research governance including the uncompromising protection of the integrity and the ethics of research; and

The profession of research management as integral to the research enterprise.



ARMS Accreditation Program

Foundation Level Accreditation Program (FLAP)

Since its inaugural delivery in 2013, 6,200-unit registrations have been recorded across the full suite of modules available to our members.

While the uptake of modules was moderately disrupted during the height of the pandemic, it is pleasing to record a significant rise in uptake during the reporting period.

687-unit registrations recorded for our Foundation Level Accreditation Modules (which comprise of 443-unit registrations for compulsory electives delivered via the LMS and 244-unit registrations for elective modules delivered via Zoom or in-person). This compares with **434-unit registrations** in the previous reporting period.

150-unit registrations were recorded for our specialised Master Classes on Costing and Pricing of Research (14-unit registrations) and Fundamentals of Project Management (136-unit registrations). This compares with **84-unit registrations** in the previous reporting period with Costing and Pricing of Research (45-unit registrations) and Fundamentals of Project Management (39-unit registrations).

Overall, this represents a 58% increase in the uptake for our Foundation Level Accreditation Modules and a 78% increase for our specialised Master Classes from the previous reporting period. This increase reflects the value and importance of these program in educating and training our Research Management workforce.

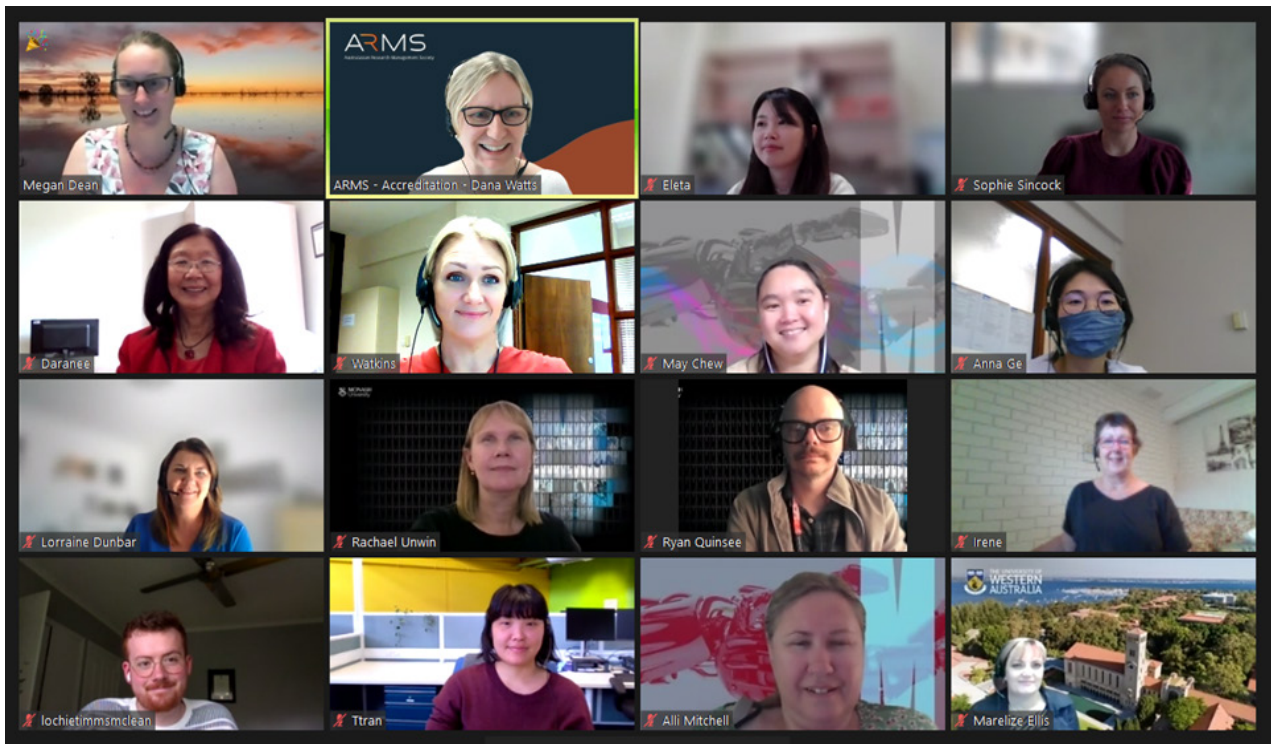
The Society has also undergone a recruitment drive in a bid to attract new Training Fellows to meet the delivery demands of our programs. These are individuals who are authorised to deliver content for our FLAP and Master Classes.

A list of all current Training Fellows is available from our website: <https://www.researchmanagement.org.au/list-accredited-training-fellows>

Our pool of Accredited Research Managers (Foundation) (or ARMF) has also increased during the current period. We welcomed 38 new ARMFs, bringing our total number of graduates to 611.

A list of ARMFs can be found on our website: <https://www.researchmanagement.org.au/armf-accredited-research-manager-foundation-list>

Keeping content updated to reflect policy changes and other current trends has been at the forefront of the Accreditation Council's agenda this period.



Delivery of ARMS Foundation Level Accreditation Module 3.4 – Higher Degree by Research Admissions and Completions led by Training Fellow, Dr Megan Dean from the University of Tasmania.

The Accreditation Council in collaboration with selected Training Fellow specialists have been working consistently to update module content. To date, content for a large selection of our elective offerings has been completed during the reporting period and for the remainder of 2023. Our compulsory modules 1.2 (NZ and Singapore) on Legislation as it affects Research were updated in early 2023. Modules on the National Research and Innovation System in (Australia, New Zealand, and Singapore); and Understanding Research and Researchers are expected to be updated in the latter half of 2023 and into early 2024.

Our Education and Professional Development Committee (EPDC) has also worked with the Accreditation Council this period to identify new modules to add to our FLAP offerings. The Society is pleased to announce the release of a new module on “*Navigating Agreements*” which is scheduled for delivery for the first-time at the ARMS Sydney conference in September 2023. New module topics are also under consideration by the EPDC.

Established Level Accreditation Program (ELAP)

Since its inaugural delivery in 2016, the Advanced Level Accreditation Program (ALAP) has experienced a period of inactivity as a direct fall-out from the pandemic.

In the last reporting period and certainly in this current period, the Society has placed considerable focus on the ELAP, the new precursor to the ALAP.

It is important to note that 8 participants joined the ELAP in August 2022, bringing the total number of current participants in this program to 19 participants. The Society also expects to make a new call for participants to the ELAP in the latter half of 2023.

In October 2022, the Society made a call for new Service Provider(s) to deliver the Leadership, Management and Strategic Thinking workshop (Element 1). It is anticipated that this workshop will be made available to members in the first quarter of 2024.

The Education and Professional Development Committee (EPDC) also considered a range of new elective offerings to supplement the ELAP which resulted in two further calls for tender during the reporting period (August 2022 and May 2023). The following electives have now been formally approved by the Accreditation Council for delivery commencing in 2023:

- Research Funding: A pathway to best practice, instructed by Professor Moira Clay
- Due Diligence and Good Governance in Research, instructed by Mr Chris Thompson

Three more electives are expected to be announced in the latter half of 2023.

A full list of Accredited Research Managers (Advanced) or ARMAs, can be found here: <https://www.researchmanagement.org.au/arma-accredited-research-manager-advanced-list>

The inaugural cohort of participants in the recently launched ELAP is anticipated to graduate starting in 2024.

Accreditation Council

The Accreditation Council is an essential element in the Accreditation Program, comprising of experienced Research Management Professionals who oversee the quality standards of all ARMS Accreditation programs.

The Accreditation Council is Chaired by Professor Joe Graffam, former DVCR at Deakin University.



The Society acknowledges the recent passing of Professors Jim Piper and Joe Graffam who chaired the Accreditation Council, as inaugural Chair and most recent Chair respectively. Their foresight and understanding that research management is an essential element of research excellence was significant and their contribution unwavering.

ARMS Accreditation Program

Members of the ARMS Accreditation Council



Professor Joe Graffam

Retired DVCR, Deakin University (Chair)

Representing a person who has served in the position of Pro or Deputy Vice Chancellor Research.

Note that due to illness, Professor Graffam was forced to step down in this role in January 2023.



Ms Claire Forsyth

Branch Manager:
Research Evaluation and Data Branch,
Australian Research Council



Dr Tania Bezzobs

University of Technology, Sydney,
President of ARMS and
ARMS Board Representative



Ms Joanne Looyen

Manager, Service Design and Reporting
Ministry of Business, Innovation &
Employment (MBIE)

Representing a member from a key New Zealand Agency involved in research and innovation.



Ms Jodieann Dawe

Director, Research and Innovation Services,
University of South Australia (previously
Flinders University)

Representing a member who has served in the position of Director of a University Research Office.



Professor Andy Hor

Deputy Chief Executive (A*STAR)

Representing a member from a key Singaporean Agency involved in research and innovation.



Ms Prue Torrance

General Manager, National Health
and Medical Research Council
(replacing Dr Mary Kelly)



Ms Kate Gunn

Children's Medical Research Institute

Representing A member who has served in the position of General Manager/Chief Operating Officer of an Independent Medical Research Institute.

Executive Office Staff In Attendance:



Ms Maria Zollo

ARMS Chief Operating Officer



Dr Amanda Cleaver

ARMS Board Member and representative
from the Education and Professional
Development Committee.



Ms Dana Watts

Accreditation Program Administrator

Professional Development, Education and Training

During the reporting period, the Society delivered a number of education and training webinars as part of the Society’s annual PD Sessions @ Zoom webinar series.

These webinars are designed to keep our members abreast of changes in the research and innovation landscape.

Topics delivered during the reporting period include:

- Contracts for Research Managers: What to look for and What to Avoid, presented on June 29, 2022, by Lisa Kennedy and Cristy Sun
- Responsible Evaluation: from Dora and Leiden to SCOPE, presented on July 13, 2022, by Justin Shearer and Erica Conte
- Grantsmanship on a shoestring: A Training Preview, presented on August 17, 2022, by Dr Thorsten Kostulski and Mr James Walsh
- Understanding Open Research, presented on September 21, 2022, by Matt Cannon and facilitated by Dr Jen Beaudry
- Research Integrity – Navigating Practice and Compliance, presented on October 12, 2022, by Dr Daniel Barr, Associate Professor Odette Gibson and Rebekah O’Shea.
- Changing the culture around engagement and impact – how are others doing it?, presented on November 16, 2022 by Ranjit Gajendra Nadarajah, Lia Sherwood and Julie Ward (facilitated by Tamika Heiden).
- A new alternative for research teams members’ curriculum vitae in NZ funding applications – the Narrative CV, presented on January 25, 2023, by Dr Farzana Masouleh and Ms Kim

Pritchard. Facilitated by Dr Simon Lovatt.

- Career pathways for research management and administration professionals in Australia: A pilot study, presented on February 15, 2023, by Dr Olumide Odeyemi and facilitated by Ed Benyon
- A practical narrative/case study writing workshop for research support staff, presented on March 15, 2023, by Dr Lesley Ashton - QuoVadis Consulting and facilitated by Emma Collyer - UNSW Sydney.
- Open Access in Aotearoa New Zealand – What do we know? Presented on March 22, 2023 by Jess Howie - University of Waikato & Richard White - University of Otago and facilitated by Lesley Brook - Te Pūkenga New Zealand Institute of Skills and Technology.
- A camel passing through the eye of a needle: NTROs in the Australian research landscape, presented on April 19, 2023, by Dr Joseph Toltz and Dr Smiljana Gilsovic and Professor Craig Batty.
- Connecting Research and Policy, Presented on May 31, 2023, by Dr Hannah McKercher, Dr George Slim and facilitated by Ms Melissa Climo.
- Impact: The stuff that dreams are made of, presented on June 14, 2023, by Dr Julie Glover and Dr Alex Aitkin, facilitated by Dr Brett Szmajda.

ARMS Training Fellows

ARMS Training Fellow is a title given to an individual recognised by the Accreditation Council as having the knowledge, experience and skills to present module material for the Foundation Level Accreditation Program (FLAP) and Master Classes.

Special acknowledgment is given to all volunteer Training Fellows who bring a wealth of experience to our programs.



A full listing of Training Fellows is available on the ARMS website: <https://www.researchmanagement.org.au/training-fellows>

Professional Development Framework

The ARMS Professional Development Framework (PDF) was developed by the Education and Professional Development Committee (EPDC) to help members identify the skills and knowledge needed for the wide range of roles within the research management profession.





The PDF has six core areas of knowledge and three levels for knowledge enhancement – Foundation, Management and Leadership. Each cell describes the broad learning outcomes relevant for that core area and knowledge level. Existing ARMS programs which operate within these areas are mapped to each cell with new programs being added as they are developed.

Levels for Knowledge Enhancement

 CORE AREAS OF KNOWLEDGE	 FOUNDATION	 MANAGEMENT	 LEADERSHIP
Contextual Knowledge	Where the research management professional sits in their relevant country context	Understands and practices principles of good supervision, management and strategy development	Leads institutional research policy and strategy and promotes the institutional research agenda
Relational	Foundation Level Module (FLAP) 1.3: Understanding Research and Researchers	Established Level Accreditation Program (ELAP) Leadership, Management and Strategic Thinking Program	Advanced Level Accreditation Program (ALAP) See ELAP+ Completion of a workplace-based study. Senior Executive Forum
Technical	Foundation Level Modules 1.1- Aus: The National Research and Innovation System in Australia (online) 1.1-NZ: The National Research and Innovation System in New Zealand (online) 1.1-Sing: The National Research and Innovation System in Singapore (online) 1.2- Aus: Legislation as it affects Research in Australia (online) 1.2-NZ: Legislation as it affects Research in New Zealand (online) 1.2-Singapore: Legislation as it affects Research in Singapore (online) 1.3: Understanding Research and Researchers (online) Other country specific modules to be offered from time to time.		

 CORE AREAS OF KNOWLEDGE	 FOUNDATION	 MANAGEMENT	 LEADERSHIP
Contextual Knowledge	Where the research management professional sits in their relevant country context	Understands and practices principles of good supervision, management and strategy development	Leads institutional research policy and strategy and promotes the institutional research agenda
The Research Funding Cycle	<p><i>Understands and effectively manages the research cycle from inception to project closure (this should cover opportunity development right through to impact and commercialisation).</i></p> <p>Foundation Level Modules</p> <p>2.1: Pre-Award Grant Processes 2.2: Post Award Processes 2.3: Research Finance 2.4: Navigating Agreements: A Guide for Research Management Professionals.</p>	<p><i>Establishes systems for research and researcher development, evaluating grant performance, identifying new funding sources.</i></p> <p>ELAP Elective: Research Funding: A pathway to best practice</p> <p><u>Costing and Pricing of Research</u></p> <p><u>Fundamentals of Project Management (Master Class)</u></p>	<p><i>Develops and establishes institutional systems and strategies for research funding and managing large and complex grants.</i></p>
Higher Degree by Research Candidature Cycle	<p><i>Understands and effectively manages the HDR (postgraduate in NZ) candidature cycle from inquiry to graduation.</i></p> <p>Foundation Level Modules</p> <p>3.1: HDR Scholarships 3.2: HDR International Partnerships 3.3: HDR Candidature Management 3.4: HDR Admissions and Completions</p> <p>Programs also offered by the Australasian Research Training Network.</p>	<p><i>Establishes systems for recruitment, retention, and timely completion of HDR candidates.</i></p>	<p><i>Develops and implements institutional policies and strategies at all levels of the HDR cycle. Integrates HDR management into broader research management functions and institutional strategic directions.</i></p> <p>Senior Executive Forum</p>
Programs are also under consideration by the Australasian Ethics Network			
Ethics and Integrity	<p><i>Understands and provides effective support to ethics and integrity committees and processes.</i></p> <p>Foundation Modules</p> <p>4.1: Research Ethics - Human and Animal 4.2: Research Integrity</p> <p>Programs offered by the Australasian Ethics Network</p>	<p><i>Establishes and implements systems to monitor and improve effectiveness of ethics and integrity processes.</i></p> <p>ELAP Elective: Due Diligence and Governance Considerations</p>	<p><i>Develops, establishes, and monitors an institutional research governance framework.</i></p>
A range of programs are also offered by the Australasian Ethics Network including a biennial AEN Conference			

Professional Development Framework

 CORE AREAS OF KNOWLEDGE	 FOUNDATION	 MANAGEMENT	 LEADERSHIP
Contextual Knowledge	Where the research management professional sits in their relevant country context	Understands and practices principles of good supervision, management and strategy development	Leads institutional research policy and strategy and promotes the institutional research agenda
Data and Information Management	<i>Collects and collates data to enable institutional and external reports.</i> Foundation Level Module 5.1: Research Information and Reporting	<i>Monitors the effectiveness of institutional research management systems and data.</i> ELAP Elective – Business Process Improvements for Research Management Professionals.	<i>Uses data to develop and implement evidence-based strategies, monitor and benchmark institutional performance, suggest changes to strategy as needed.</i> Senior Executive Forum
Engagement and Impact	<i>Supports researchers in engagement activities with external end-users. Streamlines engagement with end-users.</i> Foundation Level Module 6.1: Working with Industry	<i>Implements operational plans for engagement with end-users, uses information to identify engagement opportunities. Helps researchers identify and articulate research impact.</i> ELAP Elective: Maximising Research Impact: The role of Research Management Professionals in Supporting Impact to Thrive ELAP Elective: Informed Decision Making in Research Management: Quantitative Data Collection and Analysis Methodologies	<i>Develops institutional strategies and monitors external policy environment to maximise engagement and impact with end-users.</i> Senior Executive Forum

ARMS Annual Conference – ARMS also offers an annual flagship conference which provides an array of education, training, and professional development opportunities.	Regular (Monthly) Webinars are also offered to members on a range of relevant research management topics as part of our PD Sessions @ Zoom webinar series.	Senior Executive Forums are offered from time to time to members in the Leadership category on topics of relevance and interest to the profession.	Australasian Ethics Network (AEN) – Offers members a biennial conference and other relevant PD, education and training offerings from time-to-time.	Australasian Research Training Network (ARTN) – Offers members education and training on topics related to graduate research.
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Chapter Highlights

ACT Chapter

During the reporting period the ACT Chapter recruited a new Convenor led by Ms Huan Wu Chapter.

The Chapter is planning to deliver its first in-person event in September 2023 on a topic which explores publication measures across a range of disciplines.

The ACT Chapter Committee members during the reporting period include:

- Suzanne Austin (Committee Member), UNSW
- Sebastien Lacrampe, ANU (Committee Member), Australian National University
- Ms Kus Pandey (Treasurer), Australian National University
- Mr Jonathan Ward, (Committee Member), Australian National University
- Ms Huan Wu (Convenor), Australian National University (ANU)
- Ms Ewa Ziolkowska, (Committee Member), Australian National University

Global Chapter

The Global Chapter is currently seeking a new Convenor to lead the activities of the Chapter.

New South Wales Chapter

The NSW Chapter Committee has had a very productive year reconnecting with members and continuing to provide professional development and networking opportunities.

The Chapter Committee has focused on hybrid events, to maximise attendance and help reach members in all corners of the state.

On the 19th of April 2023, retiring Co-Convenor, Dr Joseph Toltz, delivered a Chapter led PD Sessions @Zoom webinar titled "A camel passing through the eye of a needle: NTROs in the Australian research landscape". This session cast an eye on the deep-seeded problems plaguing the NTRO space for both researchers and administrators and proposed ways forward outside the ERA space and across the entire sector.

The Chapter also held an end of year celebration on the 29th of November 2022 which focused on impact and engagement and the important role Research Management Professionals play in achieving this.



NSW Chapter Event held on 15 March 2023 on International Project Collaborations: Building a Risk Awareness culture for Countering Foreign Interference.

Western Sydney University hosted a Chapter led event on the 15th of March 2023 entitled "International Project Collaborations: Building a Risk awareness culture for countering Foreign Interference". Attended by over 120 people, this session brought together an engaging panel of speakers from across the country, and across a range of sectors. Gratitude is extended to Western Sydney University for supporting this event.

The Chapter extends its sincere gratitude to the outgoing Co-Convenor Joseph Toltz. Joseph's energy and commitment were instrumental in the leadership and support of the Chapter Committee as well as strengthening offerings for NSW members over the past 2 years. A special thanks is also extended to departing members Dr Hayley See and A/Professor Qian Garret.

During this period, the Chapter also welcomed new members, Ms Jodi McLean, Dr Najwa Reynolds, Dr Jodie Richardson, Ms Lisa Simmons and Mr Stephan Waibel.

NSW Chapter Committee during the reporting period include:

- Ms Tanya Karlychuk (Co-Convenor), ACCAN – Australian Communications Consumer Action Network
- Dr Emmaline Lear (Committee Member), Charles Sturt University, Wagga Wagga
- Dr Roy McBurney (Chapter Event Planner and Coordinator), University of Sydney
- Ms Jodi McLean (Secretary), Soil CRC, Newcastle
- Dr Shantala Mohan (Committee Member), Western Sydney University
- Dr Najwa Reynold (Treasurer), Hammond Care
- Dr Jodie Richardson (Committee Member), The University of Sydney
- Ms Lisa Simmons (Committee Member), University of Wollongong
- Mr Stephan Waibel (Co-Convenor), University of Technology Sydney

Chapter Highlights

New Zealand and Pacific Islands Chapter

Delivery of events for members in the region continued to be disrupted during the reporting period due to pandemic impacts.

However, the Chapter is pleased to report that it co-delivered a breakfast networking event at the University Research Offices New Zealand (URONZ) network event on the 10th of November 2022. The event was hosted by ARMS Deputy President Ms Jaylene Wehipeihana. The networking event was attended by 28 ARMS members who used the opportunity to brainstorm ideas on topics and other professional development offerings that members in the region would value for delivery by the Chapter in 2023.

The Chapter commenced 2023 strong by delivering several Chapter led PD Sessions @ Zoom webinars as follows:

- *An alternative for research team members' curriculum vitae in NZ funding applications – the Narrative CV* delivered on 25th of January 2023.
- *Connecting Research and Policy* delivered on the 31st of May 2023.

In early May 2023, the Chapter commenced planning for a major stakeholder engagement exercise in New Zealand to be scheduled over three days - August 15-17. The event will be attended by ARMS President (Dr Tania Bezzobs), Deputy President (Ms Jaylene Wehipeihana) and the ARMS COO, Ms Maria Zollo. The event will commence with a Te Ara Paerangi Future Pathways Panel Session followed by networking across three locations - Auckland, Wellington, and Christchurch. It is anticipated that the event is likely to attract 100 ARMS members and non-members across the region from funding agencies, Universities, Crown Institutes, Polytechnics.

The Chapter also welcomed Ms Katie Jones as the newest Co-Convenor who will continue to lead the Chapter alongside fellow Co-Convenor Dr Simon Lovatt.

Membership of the New Zealand and Pacific Islands Chapter during the reporting period include:

- Mrs Lesley Brook (Committee Member), Otago Polytechnic
- Ms Melissa Climo (Committee Member), Bridger Consulting Ltd
- Dr Martin Gagnon (Committee Member), University of Otago
- Ms Sharon Jensen (Committee Member), Agresearch NZ
- Ms Katie Jones (Co-Convenor, The University of Auckland)
- Dr Simon Lovatt (Co-Convenor), University of Waikato



ARMS Sponsored University Research Offices New Zealand (URONZ) breakfast networking event held on 10 November 2022.



Queensland, NT, PNG Chapter members enjoying a catch up at a networking event in May 2023.

Queensland, NT, PNG Chapter

The Queensland, NT, PNG Chapter commenced the year by offering members a concurrent networking event in Brisbane and in Darwin on the 19th of May 2023.

The event provided an opportunity for fellow chapter members to debrief after a major funding round and to discuss all things research management!

The Chapter has two additional events in the pipeline for the second half of 2023. These include an end of year event in Brisbane on the 24th of November and an end of year event in Darwin on the 17th of November 2023.

Membership of the Queensland, NT and PNG Chapter during the reporting period include:

- Sara Coram (Committee Member), The University of Queensland
- Amir Gaffoor (Committee Member), Queensland University of Technology
- Serena Gent (Committee Member), Griffith University
- Dr Junna Hayashi (Secretary), Griffith University
- Iftikhar Hayat (Co-Convenor), Charles Darwin University
- Dr Trung Ngo (Committee Member), The University of Queensland
- Megan Stephenson (Treasurer), Griffith University
- Alison Vawser (Committee Member), Queensland University of Technology
- Tony Wang (Committee Member), The University of Queensland
- Belinda Watanabe (Co-Convenor), Griffith University

Singapore Chapter

ARMS Singapore Chapter held a seminar on the 12th of June 2023 that brought together Research Management Professionals to explore strategies for supporting researchers in creating and communicating real-world impact.

Dr Tamika Heiden, former Co-Convenor of the Research Impact Special Interest Group, ARMS Victorian Chapter, delivered an in-person presentation on **Maximising Research Impact: A Comprehensive Framework for Research Administrators and Managers**, providing attendees with a comprehensive framework for research impact. The seminar covered a range of crucial topics, including the essence of research impact and its relevance in today's academic environment, strategies to foster a supportive environment for impactful research, and effective ways to communicate impact to diverse stakeholders. Attendees gained a solid understanding of impact fundamentals and received practical tools to streamline the process of identifying, planning, and assessing research impact.

The interactive Q&A session allowed participants to delve deeper into the subject matter, enabling them to seek clarifications and exchange ideas. A networking session followed, enabling valuable connections and collaborations among attendees, creating a vibrant and supportive community of Research Management Professionals in the region.

The Society will be calling for additional Chapter members in the second half of 2023 to help plan activities for the next period.

The Chapter committee welcomed a new Co-Convenor, Dr Willie Kho from Nanyang Technological University.

Membership of the Singapore Chapter Committee during the reporting period include:

- Professor Tat Ching Fung (Committee Member), Nanyang Technological University
- Dr Jun Song Huang (Committee Member), National Institute of Education
- Ms Yennie Kadarusman (Committee Member), Nanyang Technological University
- Professor Michael Kham Aik Khor, (Co-Convenor), Nanyang Technological University
- Dr Willie Koh (Co-Convenor), Nanyang Technological University



Dr Tamika Heiden presenting at the workshop on 12 June 2023.

Chapter Highlights

South Australia Chapter

The Chapter had a very productive year, delivering a range of activities to members in the region:

- PD Sessions @Zoom webinar entitled “*Research Integrity: Navigating Practice and compliance*” held on the 12th of October 2022. Guest speakers included Dr Daniel Barr, A/Prof Odette Pearson, Ms Rebekah O’Shea. The panel covered a broad range of perspectives from Aboriginal research ethics and approaches, through to monitoring breaches of the codes of conduct, and the various roles and responsibilities within the integrity space.
- In Person Breakfast: The ABC of CFI (Countering Foreign Interference) held on 22 November 2022. Guest speakers from the Department of Home Affairs and each of the local Universities spoke about the CFI rules and expectations and the approaches used in SA universities to ensure foreign interference is monitored and detected and how researchers can manage international collaboration.
- SA Chapter Morning Tea and Networking “*Meet the ARMS President – National and Local Research Management Directors*” held on 17 March 2023. ARMS President, Dr Tania Bezzobs, spoke at the networking event and was joined by three talented Research Management Professionals who shared their career journey.

The SA Chapter also conducted a rigorous recruitment drive in 2023 which resulted in the appointment of four new members during the reporting period:

- Lisa Campbell – joined January 2023, resigned June 2023
- Vanessa Eley (Co-Convenor), University of South Australia – joined March 2023
- Jacqui Morey (Committee Member), Flinders University– joined August 2022
- Marina Župan (Secretary), Flinders University – joined June 2023

These new members will join existing members as follows:

- Kathy Mott, Kathy (Convenor), Mott Consulting
- Dr Carly Rowewarne (Committee Member), University of South Australia
- Dr Louise Townsin (Committee Member), Torrens University

A further recruitment drive is planned in the second half of 2023 to attract additional members to the Chapter Committee.



ARMS President Dr Tania Bezzobs (left) and SA Chapter Convenor Kathy Mott (right) at SA Chapter networking event held on the 17th of March 2023. Gratitude is extended to the University of Adelaide for providing the venue for this event.



SA Chapter members enjoying the opportunity to network at the SA Chapter event held on the 17th of March 2023 at the University of Adelaide.

Tasmania Chapter

The Tasmania Chapter had a very active year of offerings to members.

On the 15th of December 2022 it coordinated an End of Year & Holiday Celebration Networking event held at the Crowne Plaza, Hobart. The event was attended by 38 members.

Another in-person networking event held at the University of Tasmania was scheduled on the 11th of May 2023 and attracted 24 local ARMS members.

This was followed by a joint hybrid event, again in collaboration with the University of Tasmania on “*Research to Impact: Two Research Institutions’ Insights on the Journey to Commercialisation*”. This event was held on the 22nd of June 2023 and featured a panel of international experts who willingly shared their insights on transforming research output into powerful drivers of commercial impact. The panel members comprised:

- Ms Rose Flynn - Program Manager, Incubator Accelerator Program, UTAS InVent
- Mr Brett Harris - CEO, UTAS InVent (Innovation Ventures)
- Prof Ghazala Yaqub - Director, Office of Research Innovation and Commercialisation (ORIC) & Business Incubation Centre, Kinnaird College for Women University, Lahore Pakistan
- Dr Philip Young - Associate Director, Intellectual Property and Technology Transfer, UTAS InVent
- Assistant Professor Zubda Zia - Head of Economics Department, Kinnaird College for Women University, Lahore Pakistan

Membership of the Chapter committee during the reporting period include:

- Ms Amanda Avens (Committee Member), University of Tasmania
- Mr Edward Benyon (Co-Convenor), University of Tasmania
- Dr Brendan Lamb (Secretary), University of Tasmania
- Dr Olumide Odeyemi (Co-Convenor), University of Tasmania
- Ms Mandy Pink (Treasurer), University of Tasmania
- Miss Xue Tian (Committee Member), University of Tasmania
- Ms Gudrun Wells (Committee Member), University of Tasmania
- Dr Naila Yaqoob (Committee Member), University of Tasmania



L-R (Dr Christine De Nardo, Mr Alistair Duncan and Dr Anne-Laure Puaux, Dr Lachlan Doughney) at the Goodbye 2022 Victoria Chapter Event held on 15 December 2022.

Victoria Chapter

A renewed Victoria Chapter committee held a networking event on 15 December 2022 “Goodbye 2022! End of year networking shindig” held at the Oxford Scholar Hotel.

The first in- person event post COVID had special guests Dr Christine De Nardo, Manager, School of Clinical Sciences, Monash Health, Mr Alistair Duncan, Executive Director, Research Office, La Trobe University and Dr Anne-Laure Puaux, Head, Biotechnology and Commercialisation, WEHI. The engaging speakers spoke about their journey into research management and encouraged the 52 attendees to widen their view of research management career journeys. The event was followed with canapes and drinks (and a special ARMS-designed cake).

Continuing the success of the networking event, the Victoria Chapter hosted a special networking breakfast on 12 May 2023 with University of Melbourne’s Executive Director of Innovation and Enterprise, Dr Heather St John. Dr St John regaled the 58 attendees with stories of their journey in research management and discussed how research organisations could position themselves to deliver greater societal impact through cutting-edge research translation and commercialisation and how research managers could be part of the journey.

Members of the Victoria Chapter during the reporting period include:

- Mrs Sharon Aburn (Committee Member), Monash University
- Dr Andrea Christie (Committee Member), RMIT University
- Dr Davina Dadley-Moore (Convenor), Monash University
- Dr Urmi Dhagat (Committee Member), The University of Melbourne
- Dr Lachlan Doughney (Treasurer), RMIT University
- Ms Sheila Hamilton-Brown (Committee Member), Walter and Eliza Hall Institute
- Ms Li He (Committee Member), Victoria University
- Dr Wade Moore (Committee Member), Individual Member
- Ms Vivienne Moyle (Committee Member), La Trobe University



Chapter Highlights

Western Australia Chapter

The WA ARMS Chapter Committee was involved in organising a variety of events for its members aimed at providing professional development and encouraging networking across a range of member organisations. Examples include:

Pre-conference welcome event in Perth City – 6 September 22

The committee attended this event arranged by ARMS Central and met with other WA chapter members. The event was well attended in WA and people provided positive feedback.

WA Chapter member survey – December 22

Our Convenor, Ieuan Linck arranged for a survey to be conducted amongst WA chapter members to establish what their preferences were with regards to future events by the WA Chapter. The Committee will consider this feedback when planning events in 2024.

WA Chapter End of Year Networking Event and Annual General Meeting – December 2022

The WA Chapter rounded out 2022 with an AGM and networking event held in the UWA River Room overlooking the Swan River. Research Management Professionals from across the state converged to reconnect and reflect on the year that was and to use the opportunity to brainstorm opportunities for the year ahead.

WA Chapter Breakfast and Networking Event – February 2023

The WA Chapter breakfast was held in the beautiful gardens of Kings Park. It was another well received networking event with some longstanding members joining and some new faces as well for an early morning discussion.

WA Chapter workshop and networking event: “Slow down to speed up: Mastering Productivity” - June 2023

More than 30 attendees from across the WA research management sector participated in an excellent workshop led by local critical thinking coach Bethan Winn from Human Skills Co. It was an interactive, jam-packed session full of useful tools, tips, and strategies to help you manage your attention, time, and energy effectively. Following the workshop, refreshments were served, and attendees had the opportunity to connect and network.

Membership of the Chapter Committee during the reporting period include:

- Dale Banks (Committee Member), Murdoch University
- Carla De Gois (Secretary), Curtin University
- Jennifer Hogan (Committee Member), Edith Cowan University
- Ieuan Linck (Convenor), University of Western Australia
- Ylva Olsen (Secretary), Telethon Kids Institute
- Elizabeth Przywolnik (Committee Member), Notre Dame University
- Erkia Slavin (Committee Member), University of Western Australia.
- Debbie Thackray (Treasurer), Curtin University

Standing Committee Highlights

Conferences and Major Events Committee (CMEC)

The CMEC oversees major events including the annual Society conference, the biennial Australasian Ethics Network (AEN) conference and, when necessary, the International Network of Research Management Societies (INORMS) Congress, as well as any other major events held by or in association with the Society from time to time (e.g., the Australasian Research Training Network events).

Key achievements by the CMEC include a revision to the Society's conferences and major events guidelines, a review of conference abstract guidelines with regard to integrity checks on Indigenous topics and looking at strategies to help strengthen the connection between the CMEC and the Conference/Program Organising Committee.

The membership of the CMEC for the reporting period:

- Ms Emma Collyer (UNSW Australia – Board Liaison)
- Dr Megan Dean, University of Tasmania
- Ms Serena Gent, Griffith University
- Professor Michael Khor, Nanyang Technological University, Singapore
- Dr Erin Semon (Convenor), Macquarie University

Education and Professional Development Committee (EPDC)

The EPDC oversees the development, promotion, operational management, and delivery of the Society's Accreditation Program (Foundation, Established and Advanced), Master classes and other professional development activities to serve the needs of the ARMS community.

During the reporting period, the EPDC provided critical input selection of new Service Providers for the Established Level Accreditation Program's core Program and a variety of electives which align with this program. The EPDC were also integral in identifying a new Foundation Level Accreditation Program module on Navigating Agreements. This module is scheduled for delivery at the ARMS Sydney conference in September 2023. A key activity for the EPDC during the second quarter of 2023 is the review of ARMS' Education, Training and Professional Development Framework.

The membership of the EPDC for the reporting period:

- Dr Amanda Cleaver, Telethon Kids Institute (Convenor and ARMS Board Liaison)
- Dr Brett Szmajda, CSIRO (ARMS Board Liaison)
- Ms Tania Tambiah, RMIT/ Swinburne University of Technology
- Ms Monique O'Callaghan, University of Melbourne
- Mr Grahame Pearson, Elsevier



The EPDC provided critical input selection of new Service Providers for the Established Level Accreditation Program's core Program and a variety of electives which align with this program.

Standing Committee Highlights

Governance, Finance and Audit Committee (GFAC)

The Committee supports the Board by maintaining its By-Laws and reviewing or developing other policies as necessary.

The GFAC also oversees the rigour and independence of the election processes as well as assisting the Board in fulfilling its financial responsibilities by overseeing the development and review of financial reports, assessing systems of internal controls and adequacy of risk management as well as facilitating auditing processes.

A key outcome for the GFAC during the reporting period is the review of the ARMS Constitution which was endorsed at a Special General Meeting of the Society on the 7th of December 2022. The GFAC welcomed two new members Jerry Gay from Deakin University and Sebastian Gimenez of the Australian Catholic University.

The GFAC membership for the reporting period comprised:

- Ms Anna Coppel, University of Melbourne (Convenor)
- Mr Jerry Gay, Deakin University
- Prof Margaret Jones, Edith Cowan University
- Ms Susan Rose, Deakin University (ARMS Treasurer)
- Ms Kate Swanson, The University of Queensland (ARMS Secretary)
- Mr Sebastian Gimenez, Australian Catholic University

Member Services Committee (MSC)

The Member Services Committee is responsible for overseeing and facilitating the development and delivery mechanisms for services to members of the Society including awards and scholarships.

The Committee is a formal channel of communications between the Society and its Chapters and facilitates connectedness and the sharing of ideas.

One of the key highlights during the reporting period was the successful delivery of the Society's PD Sessions @ Zoom webinar series. A snapshot of webinars delivered are detailed in Section: Professional Development, Education and Training of this report.

The MSC also considered strategies to improve member engagement and to further expand our membership base. One such member engagement initiative is the **Skills Network**. This is a resource which will showcase the skills and experience of ARMS members as a networking and connecting platform.

The platform is designed to enable registered members to search for research management expertise, mentors and to foster new connections across the broad remit of ARMS. A soft launch of the Skills Network is scheduled at the ARMS Sydney conference with an official launch in the second half of 2023.

The MSC also commenced work on the review of the Society's Biennial Membership Survey. The survey has been revised to obtain a broader understanding of who makes up our community of Research Management professionals and to obtain a greater insight into what our members value and require continuing their professional development. The results from the survey are also expected to be useful in helping to inform the Board as it reviews its Strategic Plan in 2024.

Membership of the MSC during the reporting period:

ACT Chapter:

Huan Wu, Australian National University

Global Chapter:

Convenor to be appointed.

NSW Chapter:

Tanya Karlychuk, ACCAN and Stephan Waibel, University of Technology Sydney

Qld/NT & PNG:

Belinda Watanabe, Griffith University

South Australia:

Kathy Mott, Kathy Mott and Associates

Singapore:

Professor Michael Khor, Nanyang Technological University

NZ/Pacific Island:

Dr Simon Lovatt, University of Waikato and Katie Jones, The University of Auckland

Tasmania Chapter:

Ed Benyon and Olumide Odeyemi, University of Tasmania

Victoria Chapter:

Sheila Hamilton Smith, WEHI and Sharon Aburn, Monash University

Western Australia:

Ieuan Linck, the University of Western Australia

The Board Liaison and Chair is held by Dr Yordanka Krastev, Chrysalis Health Group and Jaylene Wehipeihana, the University of Auckland.

Special Interest Groups

Special Interest Groups (SIGS) are responsible for developing and maintaining a network of members sharing a common area of practice or application.

Directors of Higher Degree Research

The Directors of Higher Degree Research SIG is a professional network for Directors and Managers of Graduate Research Centres and Schools, or those responsible for the management of research degrees in their university. SIG members are aligned with the Australasian Research Training Network (ARTN) – see further details in this report about the ARTN.

Directors of Research

The Directors of Research Special Interest Group (SIG) has been very active during the reporting period and continues to engage Australian funding agencies and other peak bodies to provide essential updates on topics of interest to its members. Some of these topics include, but not limited to the Universities Accord; The Federal Government’s Skilling Agenda; Export Controls; Engagement and Impact; and Costing of Research. In addition, the Research Contracting Working Group (a sub-committee of the Directors SIG) has continued its work on improving the efficacy of contracting. Through active feedback from key corporate members across the sector, the working group has undertaken a series of initiatives aimed at addressing key impediments in conducting inter-institutional contracting, which include streamlining Research Head Agreements and consequential MIAs; and developing new template agreements that could be adopted by the sector.

The Directors of Research SIG is led by Convenors Dr Jodi Clyde-Smith from the University of Queensland and Mr Simon Brennan from Flinders University and Ms Nicole Makoviney from the University of Sydney.

Ethics and Research Integrity

May 2023 marked the return of the first in-person Australasian Ethics Network (AEN) biennial conference since 2018! Held over three days, 10-12 May 2023* at the Jasper Hotel Melbourne, the theme of conference was *“Emerging Issues in Research Ethics: Keeping Up and Bringing Others Along”*. Please refer to Conferences and Events section in this report for full details about this event.

During the reporting period, the SIG Convenors also met with key members to discuss the communication between SIG members and how the ARMS platform could better support a forum for discussion between members. The SIG has also commenced planning events in the second half of 2023.

Specifically, a meeting of the Victorian Research Integrity Interest group is currently being coordinated to bring together Research Integrity professional staff across the state at quarterly meetings to come together and share expertise, insights, and best practice in their work in research integrity. The group is based on the NSW Research Integrity Interest Group which also meets quarterly to bring together a local community of practice to discuss integrity matters. The NSW group is going strong, with Amelia Kowalski from UNSW recently taking over as chair of the group.

The Convenors of the Ethics and Research Integrity SIG are Dr Karolyn White from Macquarie University and Dr Nitya Phillipson from the Murdoch Children’s Medical Research Institute.

**10th of May pre-conference workshops, 11-12th of May full conference.*

First Nations Research



During the reporting period, the First Nations Research SIG has been active in collaborating with Chapter and other Special Interest Groups in the delivery of co-badged events and activities. These include:

- PD Sessions @ Zoom: Supporting Indigenous Research Engagement to be held on the 18th of October 2023 (in collaboration with the WA Chapter).
- Chairing of a plenary session led by Dr Willy-John Martin and a panel session discussion titled “Infusing Indigenous Knowledge into the default wester research model” at the ARMS Sydney conference in September 2023.
- The provision of comprehensive input into the biennial ARMS Membership Survey to ensure that an Indigenous lens is captured in the revised survey.

The First Nations Research SIG is also planning to run an online event in the first quarter of 2024, specifically tailored for all First Nations and Indigenous Research Management Professionals.

The First Nations SIG Co-Convenors are Jaylene Wehipeihana from the University of Auckland and Mandy Downing from Curtin University.

Special Interest Groups

Health and Medical Research

The pandemic continues to influence and impact the work of all members of ARMS and in particular our colleagues in the Health and Medical Research SIG. During the reporting period however, the SIG provided extensive input into the program development for the planned ARMS Sydney conference. The SIG plans to deliver activities to its members in 2024.

The SIG Convenor is current Professor Tam Nguyen from St Vincent's Hospital, Melbourne. A new Co-Convenor will be appointed shortly.

International Research Collaborations

As part of the SIG FEST in December 2022, the International Research Collaborations SIG ran an online session for current and prospective SIG members with a guest speaker from the New Zealand government. A new co-convenor was identified for the SIG from mid December 2022.

For 2023, an online session was advertised widely and held on 28 March 2023 bringing together SIG members from across the Australasian region to network and gather topics of common interest to pursue at future SIG meetings.

The International Research Collaborations SIG is convened by Jace Carson from University of Canterbury and Suzanne Austin from UNSW.

Post-Award Research Management

The Post-Award Research Management SIG has slowly returned together after a very quiet year due to the pandemic. Like most ARMS members, SIG members have faced significant changes within their organisations, so most members were over committed and therefore unable to attend meetings through most of 2020. This also resulted in the SIGs' project to establish an agreed ARC reporting template being placed on hold temporarily. However, the SIG is now pleased to advise that this item is currently on the agenda and that Mary Lambert from Swinburne has been charged with liaising with the Australian Research Council (ARC) on this matter. The SIG expects to have a template set up on a smart form and be made available on both the ARC and the ARMS website in due course.

The SIG has established a Microsoft Teams page to encourage communication between SIG members, and also to keep any shared documents. There are currently 27 members with representation of up to 12 people at each scheduled meeting. The SIG has attracted representation from three of the Group of Eight Universities (Go8) including, Monash University, the University of Western Australia, and the University of New South Wales.

The Post-Award Research Management SIG is led by Ms Connie Killey from Deakin University and Mr Frank Anastasopoulos from the University of Melbourne.

Research Development

The Research Development SIG is planning to host an in-person networking session at the ARMS Sydney conference in September 2023. This event will provide SIG members with an opportunity to meet for the first time since the SIG's re-establishment. The SIG will continue to host online lunch-time sessions for its members, as well as deliver more tailored sessions in 2024 on topics relating to researcher development.

The Research Development SIG is Co-Convened by Dr Marina Delpin from the University of South Australia, Dr Dora Horvath from Swinburne University of Technology and Dr Kirstie Lawrie from the University of Queensland.

Research Impact

The Research Impact SIG provides support for Research Management Professionals involved in developing an impact culture, embedding impact strategies, engaging with end-users, or playing any other role with an aim to assist researchers to maximise the impact of their research.

In 2023 the SIG held monthly networking sessions. In the first few months of the year, the RI-SIG covered ‘tracking and recording impact’, ‘best practice around training and educating staff in impact and engagement’, and ‘communicating research impact to different audiences’.

In June the Research Impact SIG collaborated with the Research Information and Reporting SIG (RIR-SIG) to host a special joint session on ‘Supporting and capturing research impact with guest speaker Professor Jenny Lewis, Academic Director, Scholarly and Social Research Impact at the University of Melbourne’.

In July, the RI-SIG plans to invite Dr Juliet Bennett, Collaborative Research Manager at Sydney Policy Lab from The University of Sydney to join the meeting. Dr Bennett will lead a discussion covering defining and evidencing impactful research, and her “static-process framework”, derived from her PhD in process philosophy.

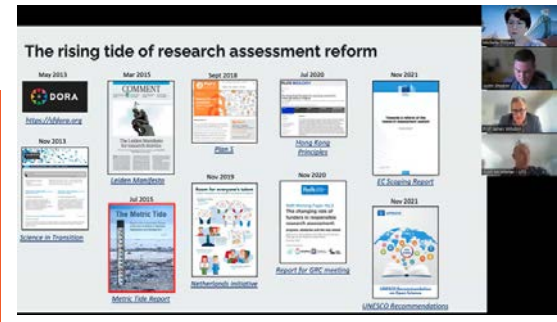
The SIG has other sessions in the pipeline for the remainder of 2023 including an in-person gathering at the ARMS Sydney conference in Sydney in September 2023.

The Research Impact SIG is led by Dr Faith Welch from the University of Auckland and Catherine McElhone from University of Technology Sydney.

Research Information and Reporting

The Research Information and Reporting SIG (RIR-SIG) organises activities to facilitate member collaboration in common areas of interest, including research information management, research performance indicators and reporting, and the systems that underpin these processes.

The SIG facilitated a number of very successful online events throughout the period, averaging 60 member registrations per session. All recordings are made available to ARMS members via the Member’s Portal. To commence planning for future activities, the RIR-SIG participated in the SIG Fest on 30 November 2022. This resulted in a few new members subsequently joining the SIG Convening Committee.



Online event held on 30th of March 2023 on “What’s next for national research assessments? Engaging with global approaches to responsible research evaluation”.

On 30 March 2023, the SIG hosted Professor James Wilsdon, Director of the Research-on-Research Institute. James discussed “What’s next for national research assessments? Engaging with global approaches to responsible research evaluation”, which was very topical given the cancellation of ERA and EI.

Another session was co-facilitated with the Research Impact SIG on 29 June 2023, which attracted approximately 90 registrations. Professor Jenny Lewis from the University of Melbourne spoke on “Supporting and capturing research impact”.

Finally, after over 5½ years as RIR-SIG Convenor, Michelle Duryea (Edith Cowan University, Fellow of ARMS) stepped down from the role. We acknowledge the commitment and leadership provided by Ms Duryea during her term. The Society welcomes the incoming Co-Convenors - Elizabeth Przywolnik (University of Notre Dame Australia) and Gary Long (Western Sydney University).

Members of the RIR-SIG Convening Committee during the reporting period:

- Marianne Brown, James Cook University
- Judy Alexander, University of Newcastle
- Michelle Duryea, Edith Cowan University (Convenor)
- Adam Finch, CSIRO
- Gary Long, Western Sydney University
- Shim Mohanty, Australian National University
- Elizabeth Przywolnik, University of Notre Dame Australia
- Anupom Roy, Macquarie University
- Justin Shearer, University of Melbourne

ARMS Awards

The Society celebrates the achievements of its members by offering a range of special awards throughout the reporting period. These awards and the recipients of these awards are detailed below:

Janet Dibb-Leigh Award for Distinguished Service to Research Management 2022

The Janet Dibb-Leigh Award for Distinguished Service to Research Management recognises individuals who have made outstanding contributions to the enhancement of the research management sector throughout Australasia and Singapore.

The Society congratulates Professor Moira Clay from Moira Clay Consulting as the 2022 recipient.



Professor Moira Clay accepting her JDL Award.

Fellows of ARMS 2022

Fellows of ARMS is an award which recognises individuals who have made an enduring and substantial contribution to research management as a practitioner, mentor, trainer or advocate in the research management profession.

The Society congratulates Ms Connie Killey from Deakin University as the 2022 recipient.



Ms Connie Killey from Deakin University accepting her Fellow of ARMS Trophy.

ARMS-INORMS Travel Awards 2022/23

The Society congratulates the following recipients for the ARMS- INORMS Travel Awards.

These awards are made available to members to support their travel to the biennial INORMS Congress held in Durban, South Africa from 30 May – 2 June 2023.

- Suzanne Austin, University of New South Wales
- Amber Jennings, Monash University
- Maggie Wang, University of Technology Sydney



L-R Suzanne Austin, Amber Jennings, Tania Bezzobs and Maggie Wang.

RMIT Paul Taylor Awards for Excellence in Research Management Practice 2022

Through the generous contribution of RMIT University, the RMIT Paul Taylor Awards recognise the achievements of ARMS members under two categories:

- Category 1: Research Management Excellence – for individuals or teams who have demonstrated excellence in practice through innovation in research management; leading change; providing quality service; or working smarter.
- Category 2: Paul Taylor Medal – for individuals or teams who have demonstrated excellence in Research Integrity through education and training; leading change; or working smarter. During the current reporting period there were no Paul Taylor Medals awarded.

The Society congratulates our 2022 recipients as follows:

Research Management Excellence

Narmon Tulse, Flinders University

Nomination Type: Individual – Category 1

- Providing Quality Service



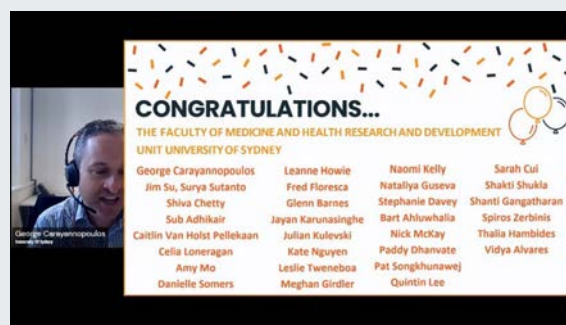
Narmon Tulse from Flinders University accepting his award.

Research Management Excellence

The Faculty of Medicine and Health Research and Development Unit, University of Sydney

Nomination Type: Team – Category 1

- Excellence in Research Management Practice



George Carayannopoulos accepting the award on behalf of the Faculty of Medicine and Health Research and Development Unit from the University of Sydney.

Research Management Excellence

The Research Outputs Team, The University of Melbourne

Nomination Type: Team – Category 1

- Excellence in Research Management Practice



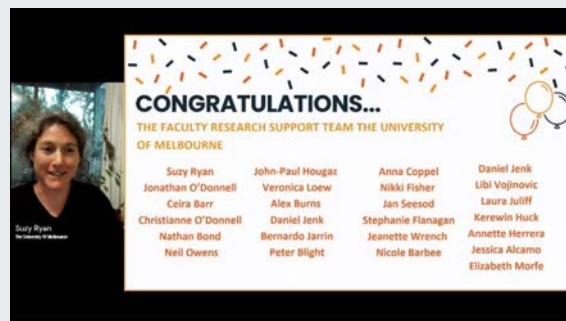
Samuel Rowland from the University of Melbourne accepting the award on behalf of the Research Outputs Team from the University of Melbourne.

Research Management Excellence

The Faculty Research Support Team, The University of Melbourne

Nomination Type: Team – Category 1

- Excellence in Research Management Practice



Suzy Ryan from the University of Melbourne accepting the award on behalf of the Faculty Research Support Team at the University of Melbourne.

Conferences and Events

Location:	Virtual conference – Delivered via the EventsOnAir Platform.
Date:	Wednesday 7 – Friday 9 September 2022
Theme:	Shaping the next normal: New horizons in Research Management
Sub Themes:	Research Priorities; Research Funding Challenges and Opportunities; Research Infrastructure; and Research Workforce.
Delegates:	1435

ARMS Annual Conference

Ongoing restrictions imposed by the pandemic continued to disrupt our ability to deliver an in-person flagship conference.

From September 7-9, 2022, the Society delivered, a virtual conference **“Shaping the next normal: New horizons in Research Management”** with sub themes – Research Priorities; Research Funding Challenges and Opportunities; Research Workforce; and Research Infrastructure.

The event attracted 1400 registrations, providing delegates with an opportunity to hear from 3 keynote speakers: 3 panel sessions and over 20 concurrent sessions over the 3-day event.

Our keynote speakers for the event include:

- Phil Preston
- Professor Veena Sahajwalla
- Amber McEwen

ARMS 2022 VIRTUAL CONFERENCE

WEDNESDAY 7 - FRIDAY 9 SEPTEMBER 2022

**SHAPING THE NEXT NORMAL:
NEW HORIZONS IN RESEARCH
MANAGEMENT**

ARMS

Australasian Research Management Society

Three panel sessions were offered across the three days as follows:

**PANEL SESSION #1:
Improving Personal Wellbeing**

Chairperson:

- Sarah Lisle, University of Wollongong

Panelists:

- Jodieann Dawe, UniSA
- Assistant Prof Jean Liu, Yale NUS College
- Dr Mel Norris, The Royal Children’s Hospital Melbourne

**PANEL SESSION #2:
Ethical Challenges in Science**

Chairperson:

- A/Professor Tam Nguyen, St Vincent’s Hospital

Panelists:

- Professor Robyn Langham AM, The Royal Children’s Hospital Melbourne
- Dr Holly Tootell, University of Wollongong
- Dr Jim Webster, AgResearch, NZ
- Prof Tim White, Nanyang Technological University, Singapore

**PANEL SESSION #3:
Challenges and Aspirations for Early Career Researchers**

Chairperson:

- Professor Ekant Veer, University of Canterbury

Panelists:

- Melissa Hempstead, AgResearch, NZ
- Mark Teoh, Griffith University
- Holly Voges, Murdoch Children’s Research Institute

ARMS acknowledges the tremendous work of the Conference Program Committee in coordinating and delivering a highly relevant, engaging and successful event.

- Dr Maxine Bryant -Committee Chair, Allfields
- Serena Gent, Griffith University
- Dr Carolyn Dancevic, RMIT University
- Linda Rust, RMIT University
- Jennifer Luplow, The Royal Children’s Hospital
- Sarah Lisle, University of Wollongong
- Nurhidaya Binte Shadan, A*STAR, Singapore

We formally thank our generous sponsors and exhibitors:

Organisation	Sponsorship Level
F1 Solutions	Platinum Partner
ResearchMaster	Gold Sponsor
Cayuse	Silver Sponsor, Lunch & Learn and 3 x Welcome Receptions sponsor
InfoEd Global	Silver Sponsor
Sympletic	Silver Sponsor
ARC	Bronze Sponsor
Clarivate	Bronze Sponsor
Deakin University	Bronze Sponsor
Grow Impact	Bronze Sponsor & Lunch & Learn
Elsevier	Lunch & Learn & E-Session Sponsor
Overton	Lunch & Learn Sponsor
Vertigo Ventures	Lunch & Learn Sponsor

Conferences and Events

Location:	Jasper Hotel, Melbourne
Date:	11 –12 May 2023 (note: 10 May dedicated to pre-conference workshops)
Theme:	Emerging Issues in Research Ethics: Keeping Up and Bringing Others Along
Sub Themes:	Research Ethics and Integrity; Keeping up with Data; Emerging issues in Humanities, Arts and Social Sciences (HASS) research; Keeping up with emerging issues in Health and Science, Technology Engineering and Mathematics (STEM) research.
Delegates:	156

Australasian Ethics Network (AEN) Biennial Conference 2023

The 10th of May 2023 was the dedicated pre-conference workshop day with a series of workshops offered and attended by over 75 delegates.

These included:

- Workshop 1 - Upskilling Workshop for Research Ethics Professionals
- Workshop 2 - Human Research Ethics Committee Chairs Roundtable
- Workshop 3 - The Victorian Aboriginal Health, Medical and Wellbeing Research Accord
- Workshop 4 - Upskilling for New Committee Members

The Society thanks the following keynote speakers for their invaluable contributions to the conference program:

- Associate Professor Angela Ballantyne, *Department of Primary Health Care & General Practice, University of Otago Wellington*
- Dr Mishel McMahon, *Aboriginal Rural Health Coordinator, Office of La Trobe Rural Health, La Trobe University*
- Professor Ingrid Winship, *Chair, NHMRC Australian Health Research Ethics Committee*

To ensure networking opportunities, the event hosted welcome drinks. The event was sponsored by EndPoint IQ, Infonetica, Tricky Goose Training and Ripeta (Digital Science). Delegates were very happy to be meeting face to face again. This was a great networking event with 50% of attendees new to the AEN conference.



Overall, the Conference was successful which was reflected in attendance and feedback. Planning will soon commence for the 2025 conference with calls for expressions of interest to host the conference.

We wish to thank our organising committee for their contributions in developing an engaging program for our members:

- Prof Richard Chenhall (Co-Convenor), The University of Melbourne
- Prof Lynn Gillam (Co-Convenor), The University of Melbourne
- Elizabeth Hill, Victoria University
- Suzana Kovacevic, The University of Melbourne
- Clarissa Martin, The University of Melbourne
- Vivienne Moyle, Monash University
- Dr Nitya Phillipson, Murdoch Children's Research Institute
- Jennifer Rowland, Macquarie University
- Dr Kandy White, Macquarie University



Associate Professor Angela Ballantyne, Department of Primary Health Care & General Practice, University of Otago Wellington giving her keynote address at the AEN Conference.

Strategic Partnerships

The Society continues to maintain and form new partnerships with other like-minded Research Management Professionals across the research and innovation sector. These partnerships include:

Australasian Ethics Network (AEN)

ARMS has had a long-term affiliation with the Australasian Ethics Network (AEN) as a stream of the ARMS Ethics and Research Integrity Special Interest Group. Refer to Ethics and Research Integrity Special Interest Group for an update.

Australasian Research Training Network (ARTN)

The ARTN has also had a long-term affiliation with ARMS, developing and delivering a suite of Higher Degree Foundation Level Accreditation modules as follows:

- Module 3.1 Higher Degree by Research Scholarships
- Module 3.2 Higher Degree by Research International Partnerships
- Module 3.3 Higher Degree by Research Candidature Management
- Module 3.4 Higher Degree by Admissions and Completions

The Society is pleased to announce that ARMS has joined forces with the Australian Council for Graduate Research (ACGR) to co-support the ARTN. A call for Advisory Members was made mid 2023 with the Advisory coming together in the latter half of 2023 to commence planning activities for the network in 2024.

Members of the ARTN Advisory Committee are:

- Tracy Sullivan – Co-Chair
- Susan Schlinker – Co-Chair
- Professor Jason White – Co-Chair
- Catherine Murphy – Committee member – Governance and Administration
- Dr Seán O'Reilly – Committee member – Graduate Research Development
- Dr Douglas Eacersall – Committee member – Graduate Research Development
- Kate Swanson – Committee member



Stakeholder Engagement

During the reporting period, the Society has been active in representing the importance of research management through submissions to government and representation on national working groups and similar committees. Examples include:

- Response to the Australian Research Council’s (ARC) consultation on the review of the ARC Act 2001.
- ARMS representative appointed on an expert working group to support the ARC to develop a modern data driven approach for Excellence in Research for Australia (ERA) – Michelle Duryea from Edith Cowan University was selected as the ARMS representative.
- ARMS representative appointed on the Australian Research Data Commons (ARDC) Australian Persistent Identifier Strategy Taskforce – Dr Semira Dautovic from Macquarie University was selected as the ARMS representative.
- ARMS Representative appointed on the Council of University Librarians (CAUL) Australian Open Science Network – Professor Jason White from Charles Sturt University was selected as the ARMS representative.
- ARMS representative appointed on the ORCID Steering Committee – Ms Michelle Vincent from Swinburne University of Technology was selected as the ARMS representative.

In May 2023, the ARMS Board agreed to formally engage with the Australian Council of Graduate Research (ACGR) to revive the Australasian Research Training Network (ARTN) which had experienced a period of inactivity. The Boards of the ACGR and ARMS unanimously agreed that by leveraging existing frameworks events, and other resources, research training professionals across both organisations will gain significant benefits including:

- Broader knowledge-sharing and dissemination of best practice.
- Increased awareness of research training policies, strategies, and resources among members; and
- Greater recognition of the value and importance of research training among organizations involved in research management.

Both parties are expected to sign a MOU with a call for new Co-Convenors to lead the ARTN network to be made shortly.



Global Partnerships

ARMS continues to be an active participant in the global research management community through its involvement with the International Network of Research Management Societies (INORMS).

Extending on this commitment and as part of Strategic Priority 4, the Society works with countries where research management is an emerging profession. Members will be aware that through the INORMS network, ARMS submitted a joint bid in late 2021 with MyRMA (a relatively new Research Management Association based in Malaysia) to host the INORMS Congress in 2025.

While the bid had not been supported, the Board expressed its commitment to MyRMA's Board to deliver a joint Research Management event in Darwin and to provide coaching and mentoring to MyRMA through this process.

The 2024 ARMS Conference in collaboration MyRMA will be held in Darwin, Australia from 10-13 September 2024. More details about the event will be announced at the ARMS Sydney Conference on the 8th of September 2023.



Our Finances



The financial year ending 30 June 2023 has proven to be more positive than anticipated and it provides surety to the Society's financial position going forward.

This year has seen a number of changes, both across the sector and within ARMS, as we transition to a post COVID-19 environment. While the higher education sector and associated research entities continue to recover from the impact of the pandemic, new and innovative ways of providing support to research administrators have been developed and have provided the Society with a tool kit of flexible offerings that can be used to navigate the blended work conditions that many workplaces have implemented.

For the 2022/2023 year the Society budgeted for a loss of approximately AUD\$175k, however comprehensive forecasting throughout the period indicated that this position would be much more favourable by the end of the financial year. Pleasingly, the Society has ended the year with a \$40k profit, driven largely by increased sponsorships, conference registrations, Foundation Accreditation and Masterclasses. The result is acknowledgement of the hard work undertaken by the Executive Office to pursue additional revenue streams and a continued conservative approach to expenditure.

Impacting the positive result is also the performance of the investment portfolio. In the previous financial year, the Society drew down on the investment portfolio to accommodate short term cash flow shortfalls in February.

With increased revenue from other sources, the Society has not required further draw down this year and, that combined with a more stabilized market, we have seen growth in the portfolio of AUD\$75k June 2022 to June 2023.

2023 also sees the return of the face-to-face conference in Sydney and it has been a much-anticipated test case for the appetite of in-person events. With a fantastic program on offer and record registration numbers, the Society will now be able to revive this important event. As an additional benefit, the success of the conference will inform future financial planning, and the results will enable predictive modelling on the financial position of ARMS.

The next financial phase for the Society will be to consider further reinvestment into programs and support mechanisms for members, to leverage the success of recent growth and continue the momentum into 2023/2024, driving excellence in research management.

A handwritten signature in black ink, appearing to be 'Susan Rose', written over a horizontal line.

Susan Rose
ARMS Treasurer



Pleasingly, the Society has ended the year with a \$40k profit, driven largely by increased sponsorships, conference registrations, Foundation Accreditation and Masterclasses.

Audited Financial Statement for the Year Ended 30 June 2023

Contents

Committee's Report	41
Statement by Members of the Committee	42
Statement of Profit or Loss and Other Comprehensive Income	43
Statement of Financial Position	44
Statement of Cash Flows	45
Statement of Changes in Equity	46
Notes to the Financial Statements	47
Independent Auditor's Report	53

ARMS

Australasian Research Management Society

AUSTRALASIAN RESEARCH MANAGEMENT SOCIETY INC

ABN 57 334 849 485

Committee's Report

The Committee members present the financial report for the Australasian Research Management Society Inc (the Society) for the year ended 30 June 2023.

COMMITTEE MEMBERS

The names of the Committee members throughout the year and at the date of this report are:

Dr Tania Bezzobs (President)	Dr Yordanka Krastev
Ms Susan Rose (Treasurer)	Dr Brett Szmajda
Ms Kate Swanson (Secretary)	Ms Jaylene Wehipeihana
Dr Amanda Cleaver	Dr Lesley Ashton (Secretary - Resigned FY23)
Ms Emma Collyer	Dr Hannah Clarke (Resigned FY23)

PRINCIPAL ACTIVITIES

The principal activities of the Society during the financial year were:

- To encourage the professional development of research managers and research administrators,
- To promote the profession of research management and enhancement of the research enterprise,
- To establish a strong and effective professional network of research managers and research administrators at all levels and based on a verity of setting through personal relationships, presentations, formal and informal meetings and publications; and
- The development and promotion of professional standards for research management and research administration throughout Australasia consistent with international best practice.

SIGNIFICANT CHANGES

No significant change in the nature of these activities occurred during the year.

OPERATING RESULT

The profit for the year amounted to \$40,641 (2022: \$81,964 loss). Since March 2020, the consequences of the COVID 19 pandemic have adversely affected the Society's ability to provide its full range of conferences and services and therefore its operating results have been negatively impacted. The ongoing impact of the pandemic on the Society continues to be managed by the Committee and management.

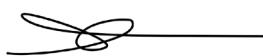
LIKELY DEVELOPMENTS

The Committee has determined that there are no likely development that would affect the operations of the Society in future years.

Signed in accordance with a resolution of the council members of the Society.



President



Treasurer


Dated this 30th day of August 2023

Statement by Members of the Committee

The statements attached to this statement present fairly, in all material respects, the financial position and financial performance of Australasian Research Management Society Inc during and at the end of the financial year of the association ending 30 June 2023.



President



Treasurer

Adelaide

Dated this 30th day of August 2023

Statement of Profit or Loss and Other Comprehensive Income

	Note	2023 AU\$	2022 AU\$
Revenue	4	844,984	668,006
Other Income	4	77,593	(62,192)
		922,577	605,814
Operating Expenses			
Chief Operating Officer	5	185,353	167,736
Professional Development Manager	5	-	24,000
Finance Officer		96,861	87,110
Conference & Major Events Coordinator		113,596	90,452
Accreditation Program Administrator		107,177	93,302
Administrative Officer		90,929	61,632
Chapter expenses		18,901	5,396
Executive expenses		11,582	864
Conference expenses		101,545	30,310
Award expenses		8,123	1,646
Special Interest Groups		6,116	-
Administrative expenses		40,372	38,678
Amortisation		47,404	41,283
Website		10,730	11,063
Total ordinary expenses		838,689	653,472
Profit from ordinary activities		83,888	(47,658)
Expenses - special initiatives			
Accreditation expenses		43,247	34,306
Total expenses - special initiatives		43,247	34,306
Profit / (loss) for the year		40,641	(81,964)
Other comprehensive income for the year			
Other comprehensive income for the year		-	-
Total comprehensive income for the year		40,641	(81,964)

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes.

Statement of Financial Position

	Note	2023 AU\$	2022 AU\$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	6	823,405	265,039
Trade and other receivables	7	272,075	94,407
Other current assets	8	122,076	39,907
Investments	9	1,018,130	942,481
TOTAL CURRENT ASSETS		2,235,686	1,341,832
NON-CURRENT ASSETS			
Intangible assets	10	55,783	103,187
TOTAL NON-CURRENT ASSETS		55,783	103,187
TOTAL ASSETS		2,291,469	1,445,021
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	11	1,239,610	433,803
TOTAL CURRENT LIABILITIES		1,239,610	433,803
TOTAL LIABILITIES		1,239,610	433,803
NET ASSETS		1,051,859	1,011,218
EQUITY			
Retained Earnings		1,051,859	1,011,218
Total equity		1,051,859	1,011,218

The above statement of financial position should be read in conjunction with the accompanying notes.

Statement of Cash Flows

	Note	2023 AU\$	2022 AU\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Members' & customers' receipts		1,296,066	905,603
Payments to suppliers		(739,295)	(750,745)
Interest received		1,595	760
Net cash inflow/(outflow) from operating activities		558,366	155,618
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of financial assets		-	(287,080)
Proceeds from sale of financial assets		-	319,196
Purchase of intangible assets		-	(23,192)
Net cash inflow/(outflow) from investing activities		-	8,924
Net increase/(decrease) in cash and cash equivalents		558,366	164,542
Cash and cash equivalents at beginning of period		265,039	100,497
Cash and cash equivalents at end of period	6	823,405	265,039

The above statement of cash flows should be read in conjunction with the accompanying notes.

Statement of Changes in Equity

	Retained Earnings AU\$	Total AU\$
At 1 July 2021	1,093,182	1,093,182
Loss for the year	(81,964)	(81,964)
Other comprehensive income	-	-
Total comprehensive income for the year	(81,964)	(81,964)
At 30 June 2022	1,011,218	1,011,218
Profit for the year	40,641	40,641
Other comprehensive income	-	-
Total comprehensive income for the year	40,641	40,641
At 30 June 2023	1,051,859	1,051,859

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Notes to the Financial Statements

NOTE 1 SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in the preparation of the financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

New or amended Accounting Standards and Interpretations adopted

The incorporated association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

The adoption of these Accounting Standards and Interpretations did not have any significant impact on the financial performance or position of the incorporated association.

The following Accounting Standards and Interpretations are most relevant to the incorporated association:

Conceptual Framework for Financial Reporting (Conceptual Framework)

The incorporated association has adopted the revised Conceptual Framework from 1 July 2021. The Conceptual Framework contains new definition and recognition criteria as well as new guidance on measurement that affects several Accounting Standards, but it has not had a material impact on the incorporated association's financial statements.

(a) Basis of Preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards - Simplified Disclosure Requirements of the Australian Accounting Standards Board (AASB) and the Associations Incorporation Reform Act 2012. The Society is a not-for-profit entity for the financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accrual basis and are based on historical costs, modified, where applicable, by the measurement at fair value of financial assets. The amounts presented in the financial statements have been rounded to the nearest dollar

(b) Revenue Recognition

Membership revenue is measured at the fair value of the consideration received and is brought to account as revenue in the year it relates. The membership period covers 1 July to 30 June each year.

Interest

Interest revenue is recognised as interest accrues using the effective interest method. The effective interest method uses the effective interest rate which is the rate that exactly discounts the estimated future cash receipts over the expected life of the financial asset.

(c) Goods and Services Tax (GST)

Revenues and expenses are recognised net of GST except where GST incurred on a purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognised as part of the cost of acquisition of the asset or as part of the expense item.

Receivables and payables are stated with the amount of GST included. The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the statement of financial position.

Cash flows are included in the statement of cash flows on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the taxation authority are classified as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the taxation authority.

Notes to the Financial Statements

(d) Income Tax

The Society has self-assessed itself to be an income tax exempt entity on the basis that it is a non-profit scientific organisation.

(e) Impairment of Assets

At the end of each reporting period, the Society assesses whether there is any indication that individual assets are impaired. Where impairment indicators exist, recoverable amount is determined and impairment losses are recognised in profit or loss where the asset's carrying value exceeds its recoverable amount. Recoverable amount is the higher of an asset's fair value less costs to sell and value in use. For the purpose of assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset.

Where it is not possible to estimate recoverable amount for an individual asset, recoverable amount is determined for the cash-generating unit to which the asset belongs.

(f) Cash and Cash Equivalents

For the purposes of the Statement of Cash Flows, cash and cash equivalents includes cash on hand and at bank, deposits held at call with financial institutions, other short term, highly liquid investments with maturities of three months or less, that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

(g) Trade Receivables

Receivables are recognised and carried at original invoice amount less any allowance for expected credit losses. All trade and other receivables are non interest bearing.

(h) Intangible Assets

Intangible assets are stated at historical cost, including costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management, less amortisation and any impairments.

The carrying amount is reviewed annually by the Committee to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

The amount of all intangible assets is amortised on a straight line basis over the asset's useful life to the Society commencing from the time the asset is held ready for use. The following estimated useful lives will be used in the calculation of amortisation:

- Software 4 years

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

Gains and losses on disposals are calculated as the difference between the net disposal proceeds and the asset's carrying amount and are included in profit or loss in the year that the item is derecognised.

(i) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Society prior to the year end and which are unpaid. These amounts are unsecured and are usually paid within 30 days of recognition.

All trade and other payables are non interest bearing.

(j) Financial Assets

Investments and other financial assets are initially measured at fair value. Transaction costs are included as part of the initial measurement, except for financial assets at fair value through profit or loss. Such assets are subsequently measured at either amortised cost or fair value depending on their classification. Classification is determined based on both the business model within which such assets are held and the contractual cash flow characteristics of the financial asset unless, an accounting mismatch is being avoided.

Financial assets are derecognised when the rights to receive cash flows have expired or have been transferred and the consolidated entity has transferred substantially all the risks and rewards of ownership. When there is no reasonable expectation of recovering part or all of a financial asset, its carrying value is written off.

Financial assets at fair value through profit or loss

Financial assets not measured at amortised cost or at fair value through other comprehensive income are classified as financial assets at fair value through profit or loss. Typically, such financial assets will be either: (i) held for trading, where they are acquired for the purpose of selling in the short-term with an intention of making a profit, or a derivative; or (ii) designated as such upon initial recognition where permitted. Fair value movements are recognised in profit or loss.

(k) Accounting Standards Issued But Not Yet Effective

Certain new accounting standards and interpretations have been published that are not mandatory for reporting periods ending 30 June 2023.

At the date of authorisation of the financial statements, the Standards and Interpretations in issue but not yet effective or adopted were not expected to have a material impact.

(l) Application of New and Revised Accounting Standards

The Society has adopted all of the new, revised or amending Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period. There was no impact on application.

(m) Comparative Figures

When required by accounting standards, comparative figures have been adjusted to conform to changes in presentation for the current year.

NOTE 2 ACCOUNTING ESTIMATES AND JUDGEMENTS

The Committee evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Society.

Key Estimates - Impairment

The Society assesses impairment at the end of each reporting period by evaluating conditions and events specific to the Society that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporate various key assumptions.

No impairment has been recognised in respect of any assets at the end of the reporting period.

NOTE 4 REVENUE AND OTHER INCOME

Revenue

Membership
Conferences
Accreditation
Sponsorship
Advertising

Other Income

Interest
Managed Funds Distributions Received
Fair Value Movement on Financial Assets at Fair Value through Profit or Loss

	2023	2022
	AU\$	AU\$
	165,141	162,267
	403,130	265,453
	244,019	192,921
	28,476	40,097
	4,218	7,268
	844,984	668,006
	1,595	760
	5,703	37,721
	70,295	(100,673)
	77,593	(62,192)

NOTE 5 KEY MANAGEMENT PERSONNEL COMPENSATION

The totals of remuneration paid to key management personnel (KMP) of the Society during the year are as follows;

Key management personnel compensation	185,353	191,736
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The compensation disclosed in this note includes compensation paid to key management personnel on behalf of the Society.

Notes to the Financial Statements

NOTE 6 CASH AND CASH EQUIVALENTS

	2023 AU\$	2022 AU\$
Cash at bank - cheque accounts - unrestricted	826,882	267,779
Cash at bank - reserve accounts - unrestricted	(3,477)	(2,740)
	<u>823,405</u>	<u>265,039</u>

NOTE 7 TRADE AND OTHER RECEIVABLES

Trade receivables	270,702	89,488
Other receivables	1,373	3,364
Accrued Income	-	1,555
	<u>272,075</u>	<u>94,407</u>

NOTE 8 OTHER CURRENT ASSETS

Prepayments	<u>122,076</u>	<u>39,907</u>
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NOTE 9 INVESTMENTS

Financial Assets at Fair Value Through Profit or Loss	<u>1,018,130</u>	<u>942,481</u>
Available for sale financial assets comprise		
- Units in unlisted managed funds	<u>1,018,130</u>	<u>942,481</u>
	<u>1,018,130</u>	<u>942,481</u>

NOTE 10 INTANGIBLE ASSETS

<i>Software</i>		
At cost	189,615	189,615
Accumulated depreciation	(133,832)	(86,428)
	<u>55,783</u>	<u>103,187</u>
<i>Reconciliation of Software</i>		
Balance at the beginning of the year	103,187	104,985
Additions	-	39,485
Amortisation expense	(47,404)	(41,283)
Closing carrying value	<u>55,783</u>	<u>103,187</u>

NOTE 11 TRADE AND OTHER PAYABLES

CURRENT

	2023 AU\$	2022 AU\$
Accounts Payable	19,317	23,763
Accrued Expenses	178,040	16,144
GST Payable	32,830	12,874
Deferred Income	1,009,423	381,022
	1,239,610	433,803

No collateral has been pledged for any of the trade and other payables balances

NOTE 12 CONTINGENT LIABILITIES

The Society is not aware of any contingent liabilities that are in existence at the date of the signing of the report.

NOTE 13 EVENTS AFTER THE REPORTING PERIOD

There has not arisen in the interval between the end of the financial period and the date of this report any item, transactions or event of a material or unusual nature, which in the opinion of the Committee of the Society, will significantly affect the operations of the Society, the results of those operations or the state of affairs of the Society in future financial years.

NOTE 14 FINANCIAL RISK MANAGEMENT

The Society's financial instruments consist mainly of deposits with banks, short term investments, accounts receivable and payable.

The carrying amount for each category of financial instrument, measured in accordance with AASB 139: *Financial Instruments: Recognition and Measurement* as detailed in the accounting policies to these financial statements, are as follows;

	Note	2023 AU\$	2022 AU\$
FINANCIAL ASSETS			
Cash and cash equivalents	6	823,405	265,039
Accounts receivable	7	270,702	89,488
Financial Assets at Fair Value through Profit or Loss	9	1,018,130	942,481
TOTAL FINANCIAL ASSETS		2,112,237	1,297,008
FINANCIAL LIABILITIES			
Accounts payable	11	19,317	23,763
TOTAL FINANCIAL LIABILITIES		19,317	23,763

Refer to Note 15 for detailed disclosures regarding the fair value measurement of the Society's financial assets.

Notes to the Financial Statements

NOTE 15 FAIR VALUE MEASUREMENTS

The Society has the following assets, as set out in the table below, that are measured at fair value on a recurring basis after initial recognition.

The Society does not subsequently measure any liabilities at fair value on a recurring basis, or any assets or liabilities at fair value on a non-recurring basis.

		2023	2022
		AU\$	AU\$
RECURRING FAIR VALUE MEASUREMENTS			
<i>Financial Assets</i>			
Financial Assets at Fair Value through Profit or Loss	9	1,018,130	942,481

NOTE 16 AUDITORS REMUNERATION

Audit of the financial statements		5,900	5,300
Non assurance services - compilation of financial statements		1,000	900
		<u>6,900</u>	<u>6,200</u>

NOTE 17 RELATED PARTY TRANSACTIONS

Key Management Personnel

The aggregate compensation made to officers and other members of key management personnel is set out below:

Aggregate Compensation		<u>185,353</u>	<u>191,736</u>
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Transactions with related parties

There were no transactions with related parties during the current and previous financial year.

Receivable from and payable to related parties

There were no trade receivables from or trade payables to related parties at the current and previous reporting date.

Loans to/from related parties

There were no loans to or from related parties at the current and previous reporting date.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALASIAN RESEARCH MANAGEMENT SOCIETY INCORPORATED

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Australasian Research Management Society Incorporated (the Entity), which comprises the statement of financial position as at 30 June 2023, the statement of profit and loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial report, including a summary of significant accounting policies, and the Certification by the members of the Committee.

In our opinion the accompanying financial report presents fairly, in all material respects, the financial position of the Entity as at 30 June 2023, and its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards - Simplified Disclosures.

Basis for opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other information

The Committee Members are responsible for the other information. The other information obtained at the date of this auditor's report is information included in the annual report, but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed on the other information obtained prior to the date of this auditor's report, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of management and those charged with governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards - Simplified Disclosures and for such internal control as management determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's responsibilities for the audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website (<http://www.auasb.gov.au/Home.aspx>) at: http://www.auasb.gov.au/auditors_responsibilities/ar4.pdf

This description forms part of our auditor's report.

Report on Other Legal and Regulatory Requirements

In accordance with section 37(3e) of the *South Australia Associations Incorporations Act 1985*, we are required to report whether we have obtained all the information and explanations required from the entity in performing our duties as auditor. We have obtained all the information and explanations required.



BDO Audit Pty Ltd



Josh Carver
Director

Adelaide, 31 August 2023



Australasian Research Management Society



ARMS

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