



2020 Australian Museum Eureka Prizes – Information for Judges

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Welcome to judging of the 2020 Australian Museum (AM) Eureka Prizes. You have been selected because you have the experience and knowledge relevant to perform this important role. This document provides key information concerning the AM Eureka Prizes and the judging process.

As a thank you for your time and effort as an AM Eureka Prizes judge, you will receive a complimentary ticket to attend the AM Eureka Prizes Award Dinner on Wednesday 26 August 2020 (tickets are non-transferrable). To facilitate out of town judges travelling to the Award Dinner accommodation and reasonable travel costs will be covered. Please note - due to COVID 19 the timing and number of guests permitted to attend the event may change. We will communicate all changes to you.

About the AM Eureka Prizes

The AM Eureka Prizes are the country's most comprehensive national science awards, honouring excellence across the areas of research & innovation, leadership, science engagement, and school science.

Presented annually in partnership with some of the nation's leading scientific institutions, government organisations, universities and corporations, the AM Eureka Prizes raise the profile of science and science engagement in the community by celebrating outstanding achievement.

2020 Prize Program

In 2020, 17 prizes across 4 categories will be awarded.

Research and Innovation Prizes

- NSW Environment, Energy and Science (DPIE) Eureka Prize for Applied Environmental Research
- UNSW Eureka Prize for Excellence in Interdisciplinary Scientific Research
- University of Technology Sydney Eureka Prize for Excellence in Data Science
- Australian Infectious Diseases Research Centre Eureka Prize for Infectious Diseases Research
- ANSTO Eureka Prize for Innovative Use of Technology
- Macquarie University Eureka Prize for Outstanding Early Career Researcher
- Department of Defence Eureka Prize for Outstanding Science in Safeguarding Australia
- UNSW Eureka Prize for Scientific Research

Leadership Prizes

- 3M Eureka Prize for Emerging Leader in Science
- CSIRO Eureka Prize for Leadership in Innovation and Science
- University of Technology Sydney Eureka Prize for Outstanding Mentor of Young Researchers

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1 William St Sydney NSW 2010

T 02 9320 6483 E eureka@austmus.gov.au

W australianmuseum.net.au/eureka



Science Engagement Prizes

- Department of Industry, Science, Energy and Resources Eureka Prize for Innovation in Citizen Science
- Finkel Foundation Eureka Prize for Long-Form Science Journalism
- Celestino Eureka Prize for Promoting Understanding of Science
- Australian Museum Eureka Prize for Science Journalism
- Department of Industry, Science, Energy and Resources Eureka Prize for STEM Inclusion

School Science Prize

- University of Sydney Sleek Geeks Science Eureka Prize (Primary and Secondary School)

Each prize winner receives a trophy and \$10,000 in prize money. Except for School Science, where prize money is shared amongst first, second and third place students and their schools.

Prize criteria and entry information available at: australianmuseum.net.au/eureka

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T 02 9320 6483 **E** eureka@austmus.gov.au

W australianmuseum.net.au/eureka



2020 judging timeline - revised

Timeline correct at Wednesday 25 March 2020.

In these challenging times we remain committed to recognising and celebrating excellence in Australian science. Entries for the 2020 Australian Museum Eureka Prizes are still open and the entry deadline has been extended by two weeks, to 7pm AEST Friday 15 May.

Because of the extension to the entry deadline, judging will now commence on Wednesday 20 May and will be finalised by Wednesday 24 June (rather than the initial timeline of 11 May – 17 June). Please see the revised timeline below. If you have any questions, please email eureka@austrmus.gov.au

Date	Task
7pm AEST Friday 15 May – entries close	
Week 1 18 & 19 May 20-22 May	<ul style="list-style-type: none"> Eligibility checks conducted by AM Eureka Prizes team (18-19 May) Entry materials distributed to judges via email and judges review entries; alert AM Eureka Prize team of all Conflict of Interests (COIs) (20-22 May) Friday 22 May – deadline for judges to identify COIs
Week 2 25 – 29 May	<ul style="list-style-type: none"> Stage 1: Judges individually review and score entries Friday 5 June – deadline to submit individual scores
Week 3 1 – 5 June	
Week 4 9 - 12 June	<ul style="list-style-type: none"> Stage 2: Judging panel discussion commences (via teleconference and email) to agree 3 finalists, including 1 winner (9-12 June)
Week 5 15 – 19 June	<ul style="list-style-type: none"> Judging panel discussion continues commences (via teleconference and email) to agree 3 finalists, including 1 winner (9-12 June)
Week 6 22 – 24 June	<ul style="list-style-type: none"> Judging panel concludes 24 June – deadline for judges to agree 3 finalists, including 1 winner
July	<ul style="list-style-type: none"> Entrants contacted by AM Eureka Prizes team and notified of the status of their entry
TBC	<ul style="list-style-type: none"> Finalists publicly announced
TBC	<ul style="list-style-type: none"> Winners announced at the Award Dinner

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Code of Conduct

To whom the code applies

The Code of Conduct applies to those who have agreed to provide their time and expertise as a judge of an AM Eureka Prize.

Confidentiality

The judging panels are composed in such a way that ensures there are individuals with a broad range of experience and knowledge relevant to the prize, eliminating the need to consult with others outside of the judging panel. The judging material is to be handled in the strictest of confidence and must not be shared or discussed with anyone outside the judging panel. In addition:

Judges are not at liberty to discuss the details of the entries or entrants outside the official judging deliberations. The deliberations of the judging panel will remain strictly confidential, even after the panel concludes.

All recommendations and decisions taken are binding and final and no correspondence will be entered into on such matters with entrants, nominators, assessors, members of the public etc.

Judges must adhere to all embargoes relating to the official announcement of judging outcomes as directed by the AM Eureka Prizes team.

Equity, Diversity and Inclusion

The AM Eureka Prizes is committed to equitable opportunity, promoting diversity and an environment that is free from discrimination and harassment, and where individuals are treated with fairness, respect, equity and dignity. Judges should always be mindful of their responsibility to promote equality of opportunity and to avoid discrimination throughout the judging process.

Judging Process

i. **Judges review all entries to identify any Conflicts of Interest**

Judges review all entries to identify any potential or actual Conflicts of Interest (COI) and report these to the AM Eureka Prize team via the template provided so that additional judges can be sourced as required. At this stage, judges are asked to:

- review the names and institutions of all entrants
- read the 50-word description provided by the entrant for each entry.

If judges identify additional COIs throughout the latter stages of the judging process, they should alert the AM Eureka Prizes team immediately.

ii. **Judges individual assessment and scoring**

To reach a judging outcome each judge is expected to read and/or watch and/or listen to all the

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eligible entries supplied and then score the entries against the prescribed assessment criteria. Judges must submit their individual scores to the AM Eureka Prizes team by the agreed deadline.

iii. **Judging panel email discussion and teleconference**

Judges will make themselves available for email discussions and a teleconference to discuss their top entries in further detail.

iv. **(If required) Additional reports and follow-up with assessors**

The judging panel may request additional reports from short-listed candidates if one or more of the judges are not satisfied with those supplied. In addition, judging panels reserve the right to contact Assessors, who provide reports with additional perspective and informed opinion on entries, for further information or clarification. These requests would be facilitated by the Manager of the AM Eureka Prizes who will contact the assessors on behalf of the judging panel.

v. **Reaching a judging outcome**

Generally the judging panel, by the conclusion of the judging deliberations, would have reached a consensus and identified three finalists including one winner. The judges have the right not to award a prize in any given year if, in their view, the quality of entries is insufficiently meritorious when considered against the assessment criteria.

Conflict of Interest Policy

Judging panels consist of four or five individuals with experience and knowledge relevant to the nature of the individual prize – including, in most cases, one prize partner representative. Given this, it is unrealistic to expect that an individual judge may not at some time know, or know of, an entrant in the prize they are judging, or have some relationship with them or their work.

The integrity of the AM Eureka Prizes requires that all effort is made to deal with conflicts of interest in the prize judging process.

Why does the AM Eureka Prizes have a Conflict of Interest Policy?

The purpose of the AM Eureka Prizes Conflict of Interest Policy is to:

- identify conflicts of interest that would make it difficult for judges to reach an unbiased decision or would result in a perception of bias in the judging process; and
- determine appropriate actions that can be taken to address conflicts of interest.

What is a Conflict of Interest?

A “Conflict of Interest” includes any facts, matters or circumstances that influence, have the potential to influence, may be perceived as influencing, or having the potential to influence:

- the opinions, decisions or conduct of the judging personnel in connection with the AM Eureka Prizes
- the opinions or decisions of the judging personnel regarding the persons and/or projects who are selected to be an AM Eureka Prize finalist and/or winner.

Judges must declare to the AM Eureka Prizes team any conflict of interest concerning any and all entries at the start of the judging period once the judge has reviewed all entries. The AM Eureka Prizes team, will seek the input of other judging panel members and then will determine whether the conflict of interest is considered material.

There are two categories of conflict of interest which must be declared by judges to the AM Eureka Prizes team:

- **Real Conflict (Actual):** Covers direct involvement with someone who would benefit from the entry becoming a finalist and/or winner. This could be because the judge holds a personal or professional relationship with the entrant/s. This includes being a relative, a recent or current workplace colleague, superior or subordinate, a colleague within a professional association, and/or a contributor to the achievements that are the subject of the entry. A real conflict may also arise if a judge has a significant financial interest in the organisation for which an entrant is working.
- **Apparent (Perceived) or Potential Conflict:** Where there is a connection, for example where an entrant is a past workplace colleague (at least more than one year previously), or belongs to the same organisation without any active professional association with the judge (an example being where the entrant is in one faculty of a University and the judge is part of another faculty, with no professional association). A potential conflict may also arise if an entrant has a prospective future employment with a judge.

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Disclosure

Each judge has an obligation to disclose to the AM Eureka Prizes team at the commencement of the judging process any actual or potential conflict/s of interest, or matter that may lead to a perception of a conflict of interest, so this can be shared with the associated judging panel. Disclosure is designed to alert the judging panel to a conflict or potential conflict of interest, and to allow the panel to discuss and evaluate the identified conflict of interest and decide whether it is a material conflict. The AM Eureka Prizes team will keep records of such disclosures.

Protocol when a Conflict of Interest exists

Where a judge discloses a conflict and the AM Eureka Prizes administrative team and judging panel agrees that a material conflict of interest exists, the judge concerned will be required to withdraw from scoring and discussing that entry/entries. A judge may continue to participate in the discussion of other entries, so long as the discussion is not focused on the merits of an entry relative to an entry where a conflict exists.

To ensure an entrant is not disadvantaged because of a judge's conflict, the average of the other judges' scores would be added to determine the overall score in the first round of judging.

Where another judge raises a question or concern regarding a judge's possible conflict of interest that has not previously been declared, the panel will need to review the judging process to date to ensure adherence to these guidelines.

Quorum requirements

A quorum of three judges is required to determine the judging outcome of a AM Eureka Prize. If a judging panel does not meet quorum due to conflict of interest or other reasons, an honorary judge will be appointed to fulfil quorum and finalise the judging outcome. The honorary judge will be appointed by the AM Eureka Prizes team.

Compliance with this policy

If the AM Eureka Prizes team has a reason to believe that a person subject to the policy has failed to comply with it, they will investigate the circumstances. If it is found that this person has failed to follow this Code of Conduct, the AM Eureka Prizes team may take action against them. This may include terminating their role as an AM Eureka Prize judge.

If a judge suspects that one of their fellow judges has failed to disclose a conflict of interest, they should notify the AM Eureka Prizes team who will follow up the matter.

As a judge, can I enter or nominate for an Australian Museum Eureka Prize?

Judges are eligible to enter, nominate or provide assessors reports for the AM Eureka Prizes, as long as they *do not* enter, nominate or provide assessors reports for the specific Eureka Prize that they are judging.

Contact

For further information or for assistance during the judging process, please email eureka@austmus.gov.au

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