



## **2021 Information Technology in Academic Medicine Conference** **Sponsored by the Group on Information Resources (GIR)**

**Wednesday, June 2 – Friday, June 4, 2021**  
**Afternoon hours (ET) each day**  
*Virtual Conference*

**Submission Deadline: February 12, 2021, 11:59 p.m. PT**

The 2021 Information Technology in Academic Medicine Conference, sponsored by the AAMC Group on Information Resources (GIR), is the premier event for the academic medicine technology community to share how they address various challenges and develop successful strategies for meeting organizational goals.

With information technology established as a strategic asset essential to the growth and success of medical schools and teaching hospitals, this event offers valuable peer learning and networking opportunities on critical issues.

The Program Planning Committee is seeking proposals for breakout sessions, digital demonstrations, podium presentations, and posters. Of particular interest are proposals that explore the strategic optimization of resources, especially those highlighting collaborations and partnerships. Proposals featuring multiple institutions and case studies around strategic initiatives or operational excellence are also encouraged.

The following are topical areas of particular interest, but any proposal on IT in academic medicine will be considered:

- Education Technology
- Research Technology
- Clinical Technology
- IT Infrastructure and Operations
- Security & Privacy
- Data Analytics/Data-Driven Academic Medical Centers
- Data Standards
- Diversity and Inclusion
- Instructional Design
- Leadership – Leading an IT team
- Leadership Development
- Change Management
- COVID-Related Response
- Community Engagement

## Submission Categories

There are four opportunities for AAMC member institutions to submit a proposal:

**Breakout sessions:** These sessions provide opportunities for schools to highlight their recent innovations, projects, systems, or other practices. They should be applicable to other schools and should incorporate successes as well as challenges along the way. The session should include both a brief presentation on the chosen topic and ample time to engage the audience in discussion. Proposals that are organized like case studies are encouraged.

**Digital Demonstrations:** The digital demonstrations allow for real-time brief presentations and discussions on applications, technologies, or business intelligence tools being used to address institutional goals. Each demonstration will be 30 minutes in length with about 15 minutes devoted to the demonstration and 15 minutes for participants to ask questions and discuss the technology.

**Podium Presentations:** These presentations offer an opportunity to hear several perspectives on specific topics (see below). Each presentation will last for five minutes and you will be limited to two slides. In the call for proposals, you will select from the following topics:

### *Topics*

- In learning from your successes or missteps, what is one positive change you have made at your institution in response to COVID or what was one misstep that didn't work out as you anticipated?
- What tools or applications have been the most effective in support of a remote workforce?
- What creative solutions have you considered and/or implemented in support of your EDUCATION mission in light of COVID?
- What creative solutions have you considered and/or implemented in support of your RESEARCH mission in light of COVID?
- What creative solutions have you considered and/or implemented in support of your CLINICAL mission in light of COVID?
- How have your telework policies changed at your institution in response to COVID?
- How are you addressing technology inequities among your medical students?
- How are you addressing technology inequities among your staff?
- How has the COVID-19 pandemic influenced how you are thinking about the future and planning your technology strategy for the next 2-5 years?
- What has been your greatest concern around IT security and what are you doing to address it?
- How has your institution utilized technology to foster greater diversity in academic medicine?

**Posters:** Posters allow for schools to highlight a specific program, project, innovation, system, dashboard, and/or building and will include three different components for presenting this year:

(1) a video that is less than five minutes of the poster author(s) discussing their poster which will be accessible throughout and after the conference on the meeting site; (2) a pdf of the poster for the meeting site; and (3) there will be a live component during the conference where participants can speak with poster authors.

Please note that you may submit multiple presentations across the submission categories and within each submission category.

### **Submission Forms**

The submission form for **breakout proposals** includes the following questions:

- Topical area(s) – per the list above.
- Short description of your submission. If selected, this description will be featured in the meeting program and should be descriptive and thought-provoking (800 characters).
- Describe the practical application of what you are presenting. What was the need and what did this specifically address?
- Stage of Implementation.
- Session Outcomes. You will be asked to describe three outcomes, objectives or take-away messages that meeting participants will learn from your session.

The submission for **digital demonstrations** includes the following questions:

- Topical area(s) – per the list above.
- What product will you be demonstrating? Please briefly list the purpose of the product or tool. If selected, this information will be shared in the meeting program.
- What was the problem you were trying to solve?
- Is your product commercial or custom built?
- Please describe a real-world scenario where you used this product at your institution.
- How long has this tool or product been in use at your institution?

The submission for **podium presentations** includes the following questions:

- Podium presentation topic – per the list above.
- Please describe what your podium presentation is about. What information do you plan to discuss during your five-minute podium presentation?

The submission for **posters** includes the following narrative questions:

- Topical area(s) – per the list above.
- Poster Description. Please describe what your poster is about. If selected, this information will be shared on the meeting website. (1000 characters)
- What information will attendees be able to take away after viewing your poster that they can apply at their own institution?

**All proposals include the following information:**

- Title

- Speaker/Author information

### **Proposal Topics**

Proposals should align with the thematic areas listed above.

We encourage you to submit proposals that have a diversity of viewpoints—both at your own institution and from other institutions.

### **Breakout Session, Digital Demonstration, Podium Presentation, and Poster Proposal Guidelines**

Priority will be given to proposals that are of interest to members of the GIR. We strongly encourage collaboration on proposals between attendees and among different perspectives.

Breakout sessions will be 60 minutes in length. This should include time for questions and discussion. Digital demonstrations will be 30 minutes in length. This should include time for questions and discussion.

Depending on the number of proposals received and the topics of the sessions, you may be asked to collaborate with another academic medical center on the presentation if the topics are closely related.

Proposals must be submitted by constituents of AAMC member institutions and may include non-AAMC members or consultants if considered integral to the presentation. If a consultant is included in a presentation, they are only permitted to attend their session and not the full meeting.

Only proposals submitted on this submission website will be reviewed.

Additional documentation is not accepted and will not be reviewed.

If submitting multiple proposals, please submit each proposal individually. You will receive a confirmation email for each proposal.

### **Conference fees**

Speakers, digital demonstration, podium, and poster presenters are responsible for registering in advance of the conference, paying the full registration fee.

### **Review Criteria**

Proposals will be evaluated based on the following criteria:

1. Relevance to academic medicine
2. Clarity of writing and organization of ideas
3. Adaptability – can these ideas be implemented at another institution?
4. Creativity and originality

### **Submission Information**

1. **DEADLINE:** The deadline for electronic submission of proposals is **February 12, 2021 at 11:59 p.m. PT.**
2. **SUBMISSION LIMIT:** There are no restrictions on the number of proposals you may submit.
3. **CHARACTER LIMITS:** The title is limited to 100 characters. Do not put your title in quotation marks. The short description for breakout sessions is limited to 800 characters. These character counts include all text, including spaces and special characters. If your proposal is accepted, the title and short description you submit will be used in the meeting program.
4. **PRESENTATION TYPE AND CATEGORY:** You will be asked to select the appropriate presentation type and content category for your submission.
5. **INSTITUTIONS/AFFILIATIONS:** **You will be asked to enter all the institutional affiliations of your submitters and speakers prior to adding the speakers.** The AAMC will communicate directly with the primary speaker/contact.
6. **SUBMITTING YOUR PROPOSAL:** You may save your proposal at any point and return to where you left off before submitting your proposal (prior to the aforementioned deadline). Once you have submitted your proposal, you will receive a confirmation email.
7. **NOTIFICATION:** Submitters will be notified of acceptance decisions by early March 2021.