



CARA | ACAAR

Annual Report 2023-24

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Message from the President



Collaboration.

This core concept is a foundational pillar of our profession. How can we possibly sustain a research administration enterprise without the input of colleagues, without the added value of shared knowledge and combined experience?

These thoughts have been at the back of my mind as I reflect on this past year and the many challenges that we faced, adapting to the new normal of research security for example or navigating the complexities of Horizon Europe. I am still in awe at how much can be accomplished through engagement.

This is how I see CARA. A powerful means to network and exchange, to sustain us in our daily work. I want to thank our dedicated staff and volunteers for their outstanding commitment in the last year. You are our bedrock.

Dominique Michaud





Our Mission

To foster research administration and management expertise in Canada by facilitating a strong and vibrant community, providing and facilitating robust career and professional development programs and services for members, and enabling synthesis and dissemination of information/knowledge on research administration and management with a view to developing individual and organizational excellence.



Our Vision

To be the national, collaborative body of knowledge and expertise on research administration and management in the Canadian research landscape.



Our Values

Equity, Diversity and Inclusion, which starts with dismantling systemic barriers to equitable participation in CARA and the research administration profession; to seek and value diverse representation in the CARA community as we are stronger, more productive, and effective because of diversity; and, to create a supportive, active, accessible, and diverse research administrator/management community that values a variety of perspectives, thoughts, and ideas.

Integrity, which includes respect, trust, transparency and honesty.

Transparency, which includes a commitment to sharing information, experiences, insights, and best practices.

Relevance, by supporting innovation, forward thinking, learning, improvement, creativity, and inquiry.

Sustainability, to ensure operational viability of the association.



Board of Directors

We thank all our volunteers and especially our Board of Directors whose leadership and expertise ensure excellence governance of CARA for all our members.



Dominique Michaud
President
Concordia University



Rachel Brown
Vice-President
Niagara College



Angela Zeno
Treasurer
York University



Deborah Zornes
Past President
Royal Roads University

Directors



Jacquelynn Brown
Saskatchewan Polytechnic



Mike Folinas
University of Toronto



Lauren Gogo
Hamilton Health Sciences



Karen Mosier
University of Saskatchewan



Amanda Sawlor
University of Guelph



Dean Strickland
Memorial University

Federal Research Funding Organizations Representatives



Jas Michalski
NSERC



Patrick Pilot
CFI



Andrew Wakefield
SSHRC



James Waring
CIHR

The Canadian Association of Research Administrators (CARA) is a nationwide community that brings together research administration professionals fulfilling a diverse range of roles in a field that is complex and ever-evolving. CARA is committed to supporting the profession by offering members a safe, inclusive, and equitable professional space to learn and grow through networking with peers, sharing best practices, professional development, mentorship, and leadership opportunities.

1116 Members



111 in
Alberta



168 in
British Columbia



24 in
Manitoba



17 in
New Brunswick



26 in
Newfoundland



1 in
Northwest
Territories



48 in
Nova Scotia



1 in
Nunavut



548 in
Ontario



5 in
Prince Edward
Island



102 in
Quebec



56 in
Saskatchewan



3 In
Yukon Territory



6 International
Members



767 Members work at universities



96 Members work at colleges



86 Members work in academic hospitals or other clinical research settings



28 Members work for a government



26 Members work at institutes



24 Members work at polytechnics



The rest of our members work in other settings or are future or retired research administrators

Highlights of the Year



WE LAUNCHED
a new 5-year
strategic plan



WE HELD
121 webinars and
other online events



WE HOSTED
our annual
conference in
St. John's



WE CELEBRATED
our 8-year partnership
with The Personal
Insurance Company



WE HOSTED
3 conferences



WE THANK
InfoEd Global for
7 years of
sponsorship



WE CELEBRATED
404 students in
the Research
Administration
Certificate since 2017



WE SURPASSED
\$130,000 in support to students
in the Research Administration
Certificate through the CARA
Bursary at Mohawk College and
the Dr. Frances Chandler
Bursary

...into Practice
Personal Career Goals



Our Year in Numbers

1116 members

502 delegates attended the national conference

82 conference delegates attended the virtual CARA West conference

96 conference delegates attended the CARA East conference

80 students in the Certificate in Research Administration

40 students in the Certificate in Research Management and Coordination

1328 Twitter followers

3263 Webinar registrations

121 webinars

2101 Members of our LinkedIn group

14 leaders and achievements recognized with CARA Awards

8 students in the Certificate in Research Administration received the Dr. Frances Chandler Bursary



Then and Now: 2013 & 2023*

Under the leadership of Presidents Martin Kirk, Frances Chandler, Deborah Zornes and Dominique Michaud, CARA has grown significantly over the past 10 years.

2013 Programs and Services

- Approximately 800 members
- Fewer than 20 volunteers
- Executive Director at 40% time
- Cara-net list-serve
- National conference

2023 Programs and Services

- 1000+ members with annual increase
- Insurance program
- 200+ volunteers + Volunteer program with recognition
- Executive Director now full-time + Part-time program coordinator
- Cara-net list-serve + CARA Den + Blog
- National conference + 2 regional conferences + an annual virtual international conference
- 75-100 webinars annually
- 2 certificates in partnership with Mohawk College
- Dr. Frances Chandler Bursary and CARA Bursary at Mohawk College Established
- Mentorship program
- Awards program
- Career centre
- Resource library

*This information is from the presentation **Holistic Approaches to Association Financial Governance** by President Dominique Michaud and Treasurer Angela Zeno, Canadian Society of Association Executives conference in Montreal, November 2023.

Five year retrospective of CARA Award Recipients*



Walter Hitschfeld Award

2023 - Karen Arts
2022 - Katie Porter
2021 - Frances Chandler
2020 - David Phipps

The Legacy Award

2023 - Dean Strickland

Community Builder Award

2023 - Robyn Roscoe
2022 - Daniela Bianco
2020 - Ali Siddiqui
2019 - Karen Mosier

Dan Chase Distinguished Service Award

2023 - Deborah Zornes
2022 - Robyn Roscoe
2021 - Alex Willis, Gwen Hill
2020 - Kevin Rogers
2019 - Jayne Sierens

Dan Chase Distinguished Service Award Priority Initiatives

2021 - Dean Strickland
2020 - Daniela Bianco
2019 - Anita Chiu

The Inter-Institutional Collaboration Award

2021 - Julaine Hall, Marie-Claude Tremblay,
Tom Barber
2020 - Katie Porter

Innovation Award

2023 - Paul Daniels, MacKinley Darlington,
Stacey Leavitt
2022 - Deborah Zornes, Simon Kerridge
2021 - Kyle Demes

Research Management Excellence Award

2023 - Leslie Copp
2022 - Amanda Sawlor
2021 - Karen Mosier
2020 - Kyle Demes
2019 - Joanne Johnson

Research Project Management Award

2023 - Pierre-Jean Alarco
2021 - Bonnie Hughes
2020 - Sanjukta Choudhury
2019 - April O'Connell

Research Partnership Award

2022 - HostSeq+CanCOGen
2021 - Canadian Cancer Clinical Trials
Network (3CTN)
2020 - Red River College Culinary Research
and Innovation & Prairie Fava
2019 - Southern Ontario Network for Advanced
Manufacturing Innovation (SONAMI),
Niagara College

Unsung Hero Award

2023 - Mickel Allen - New Member
2022 - Anna LeMarquand - Established Member
2021 - Nicole Kaniki
2020 - Anna Ziolecki, Kristen Korberg,
Dave Reinhart, Anita Sharma
2019 - Josh Leslie and Evelyn Miguel

Public Engagement and Advocacy Award

2023 - Personalized OncoGenomics (POG)
Program
2022 - No award given
2021 - Erica Conte

Spirit of Kindness Award

2023 - Olusola Fasunwon, Louise Green,
Sheri Collins, Vicki Gill
2022 - Gen Clarck, Michelle Beitel,
Pauline Head, Kim Power, Emily Wolf,
Sanjukta Choudhury, Suzanne Jaeger
2021 - Karen Hodson, Scott Baker,
Jerri-Lynne Cameron, Tom Barber,
Josh Leslie, Robyn Roscoe, Gwen Hill,
Jamie McInnis, Nicole Kaniki,
Marie-Hélène Girard

2020 - Karen Mosier, Frances Chandler,
Theresa Burley, David Phipps,
Janice Peach, Karen Follett,
David Spurrell, Gord McDonald,
Anita Sharma, Anita Chiu,
Nicole Barrieau, Pierre Jean Alarco,
Alex Willis

**not all awards were awarded each year*

2023 Research Administration Certificate Graduates

Roberta Bgeginski
Isobel Hartley
Joanne Lambley
Leiah Luoma
Alec Manley
Emma Markoff
Ian McWilliams

Laura Mitchell
Campbell Peat
Ummah Salma
Heather Tam
Hor-Yee Tiffany Tsang
Tiffany Vatcher

Events

CARA delivered 3 conferences this year, the national conference in St. John's, Newfoundland, CARA East in London, Ontario and CARA West, a virtual event. We also hosted a virtual event in honour of Research Administrator Day, bringing together experts from around the world to share their expertise. We gratefully acknowledge the leadership of the conference planning committees and all the speakers at these events, which were attended by 680 delegates.



**2023 National
Conference Chair**

Drew Gyorke
University of Toronto



**2023 CARA West
Regional Conference
Chair**

Sivagowry Lewis
Northwestern Polytechnic



**2023 CARA East Regional Conference
Co-Chairs**

Gordon McDonald
Western University



Helene Noddin
St. Thomas University

Thank You Sponsors

2023

Thank you very much to the CARA 2023 National Conference Sponsors for supporting research administration in Canada:

GOLD



SILVER



BRONZE



POSTER COMPETITION



SLIDE LOOP, GALA AWARDS PRESENTATION AND SESSION SPONSOR

The More The Merrier™: Building Capacity For Rdm Through Collaboration, Sponsor Slide Loop And Gala Award Presentation



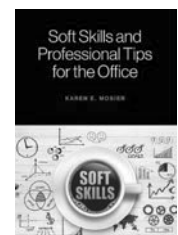
EXHIBITORS



SPONSORS



SPONSORS





Dr. Frances Chandler

Bursary Program

As a long time CARA member and a Past President, Frances Chandler's contribution to professional development has been exceptional - she has mentored countless new research administrators, presented several webinars and taught a course in the Research Administration Certificate.

As CARA President, Fran established the partnership with Mohawk College that resulted in the development of Canada's first college certificate in research administration. In stewarding the partnership, Fran prioritized academic excellence and accessibility and contributed significantly to the program development. The CARA Board of Directors voted unanimously to name the CARA bursary fund for students in the Research Administration Certificate in honour of Dr Chandler's leadership.

CARA re-invests money from the partnership with Mohawk College in bursaries for our members who are advancing the profession through their studies. The association's commitment to supporting members reflects Fran's long-time commitment and vision to have formal education in the profession. We are honoured to have her leadership and recognize the legacy of her tangible achievements by naming this bursary in her honour.

Since the bursary was established in 2017 CARA has provided more than \$130,000 in support to its members in the Research Administration Certificate



Research Administrator Day 2023 Speakers

MICKEL ALLEN
CANADA

JACQUELINE HOCHHAUSEN
CANADA

NICK ANDERSON
UNITED KINGDOM

KRISTA ELISABETH JENSEN
CANADA

SCOTT BAKER
CANADA

MICHAEL JOHNNY
CANADA

BRITTA BARON
CANADA

JENNIFER JOHNSON
UNITED KINGDOM

TRICIA L. CALLAHAN
UNITED STATES OF AMERICA

WADE KELLY
AUSTRALIA

TERRY CAMPBELL
CANADA

SIMON KERRIDGE
UNITED KINGDOM

IAN CARTER
UNITED KINGDOM

GRETCHEN KISER
UNITED STATES OF AMERICA

MAYA COLLUM
CANADA

MARK LUCAS
UNITED STATES OF AMERICA

ERICA CONTE
CANADA

NENGASWARY MANIAM
MALAYSIA

MADHURI DUTTA
INDIA

SAPNA MARWAHA
UNITED KINGDOM

KAREN ECK
UNITED STATES OF AMERICA

DANIEL MORIN
CANADA

JOCELYN EDWARDS
CANADA

MARIA PAWLOWSKA
CANADA

MELINDA FISCHER
UNITED STATES OF AMERICA

DAVID PHIPPS
CANADA

JULIE ANN GRANT
JAMAICA

JAMES SHELLEY
CANADA

GLORIA GREENE
UNITED STATES OF AMERICA

JAYLENE WEHIPEIHANA
NEW ZEALAND

Membership & Partnerships

inorms

International Network of Research Management Societies (INORMS)

CARA is a founding member of INORMS which brings together research management societies and associations from around the world. Its purpose is to enable interactions, share good practices, and coordinate activities among the member societies, to the benefit of their members.

In 2018, the INORMS Council created the INORMS Awards for Excellence in Research Management Leadership and presents the award at the bi-annual conference. CARA members Katie Porter (2018), David Phipps (2021) and Frances Chandler (2023) have all been recognized with the INORMS Award for Excellence in Research Management and we congratulate them on their leadership and achievements.



Association des administratrices et administrateurs de recherche universitaire du Québec (ADARUQ)

ADARUQ and CARA jointly hosted a 2019 conference and have worked together in many ways over many years, including reciprocal conference attendance.

In 2022, at their annual meeting, ADARUQ presented CARA President Dominique Michaud with the Prix d'excellence à l'administration de la recherche, in recognition of her remarkable contributions to the sustainable development of research administration.



Mohawk College

Mohawk College and CARA entered into a partnership in 2017 to offer the fully online Research Administration Certificate. **123** students have now graduated from the program across Canada and internationally. Revenue from this partnership has helped fund the Dr. Frances Chandler Bursary, awarded to 89 students to date.

The partnership expanded to include the Research Management and Coordination Certificate in 2022.

Mohawk College is fully accredited and funded by the Ministry of Training, Colleges and Universities and is a member of the Association of Community Colleges of Canada.



National Organization of Research Development Professionals (NORDP)

In 2023, CARA and NORDP signed a Memorandum of Understanding to foster an ongoing partnership for the purpose of achieving goals and objectives that are mutually beneficial to the mission of each organization including jointly organized events and the cross-promotion of professional activities of mutual interest.

The mission of NORDP is to advance the global capacity for and impact of research by strengthening the practice and profession of research development.

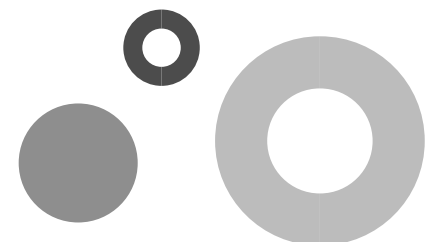


Network of Networks

CARA and The Network of Networks (N2) have a long-standing Memorandum of Understanding to facilitate collaboration on programs and knowledge exchange. N2 is a not-for-profit incorporated organization and an alliance of Canadian research networks and organizations working to enhance national clinical research capability and capacity.

Bringing together trialists and clinical research professionals from across the country, N2 provides a common platform for sharing best practices, resources and research-related content to ensure efficient and high-quality research, integrity of clinical practices and accountability.

The organization is truly representative of clinical research in Canada and acts as a national voice and advocate on behalf of a broad range of partners that have an impact on the efficiency and quality of clinical trials conducted in Canada.



Expert Presenters in the 2023-24 webinar program



Pierre-Jean Alarco

Peter Anderson

Veronica Bacher

Scott Baker

Anthony Barbisan

Rebecca Barnes

Britta Baron

Heidi Becker

Lauren Bosc

Judy Bray

David Bruce

Terry Campbell

Frances Chandler

Gen Clark

Paula Clarke

Mike Commito

Erica Conte

Katarina Dedovic

Kyle Demes

Jay Dolmage

Kim Douglas

Tera Ebach

Sloane Evariste

Ann-Marie Field

Mike Folinas

Joelle Foster

Lauren Gogo

Travis Gordon

Deepak Gupta

Drew Gyorke

Andrew Hacquoil

Haley Hazlett

Letitia Henville

Corinne Howells

Adam Jeziorski

Michael Johnny

Wayne Johnston

Alisha Kadam

Nicole Kaniki

Karim Sallaudin Karim

Sara Kenno

Yvonne Kjorlien

Emma Koiston

Zeenat Ladak

Johann Le Floc'h

Denise Maines

Dawn McArthur

Jamie McInnis

Pam McIntyre

Dominique Michaud

David Miller

Morgane Morabito

Karen Mosier

Yassar Muttaqi

Alona Nakonechnaya

Kim O'Donnell

Shannon O'Reilly

Maria Pawlowska

Rebecca Pero and

Queen's Data Champions

Brandi Povitz

Centaine Raginski

Marlon Rajakaruna

Amy Ratelle

Kevin Read

Dave Reinhart

Kevin Rogers

Robyn Roscoe

Matt Ross

Kate Rosser-Davies

Karen Samis

Kamaldeep Sembi

James Shelley

Peder Soeraas

Melissa Squires

Kimberly Sivak

Janelle Skeard

Lee Slinger

Kristen Smart

Javier Tavitias

Gary Thompson

Jennifer Wilson

Khadine Wiltshire

Sharon Wu

Noa Yaari

Angela Zeno

Highlights of the Year Ahead



Implement our new
5 year strategic plan

1

2

CARA West 2024
in Whitehorse

CARA 2025 national
conference in Fredericton

3

4

Host more than **50 webinars**
with more than **2000 attendees**





**Thank
°° . You**