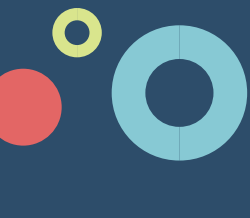




CARA | ACAAR

Annual Report 2024-25



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Message from the President



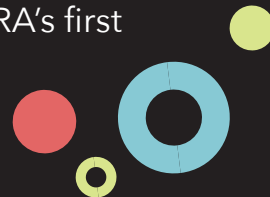
Inspiration.

As I reflect on my tenure as President of CARA, taking stock of projects and accomplishments, comings, goings and, regrettably, passings, I am in awe of the work that staff, colleagues and volunteers have done to sustain our mission and strengthen our core values.

We were sad to learn this year of Barbara Crutchley's passing. Colleagues were quick to react and offer moving testimonials to an outstanding individual who gave so much of her time and expertise to our community. Mentorship was paramount in Barbara's career and in her various roles at CARA and it is in that spirit that we wish to recognize her legacy by introducing a new award in her honour. Thus, starting in 2026, as a legacy to a dear friend and colleague, the Barbara Crutchley Prize for Mentorship will be awarded annually to individuals who have shown outstanding dedication in supporting their colleagues through active mentorship duties.

In closing, 2025 marks the 10-year mark of our transition from CAURA to CARA as we officially embedded college outreach in our mission and strategic priorities. On this anniversary, it is with great pleasure that I welcome Rachel Brown as CARA's first President from the college sector.

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.



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.

1074 Members



131 in
Alberta



182 in
British Columbia



24 in
Manitoba



14 in
New Brunswick



26 in
Newfoundland



5 in
Northwest
Territories



44 in
Nova Scotia



2 in
Nunavut



458 in
Ontario



5 in
Prince Edward
Island



111 in
Quebec



63 in
Saskatchewan



10 In
Yukon Territory



7 International
Members



701 Members work at universities



92 Members work at colleges



52 Members work in academic hospitals
or other clinical research settings



11 Members are government employees



30 Members work at institutes



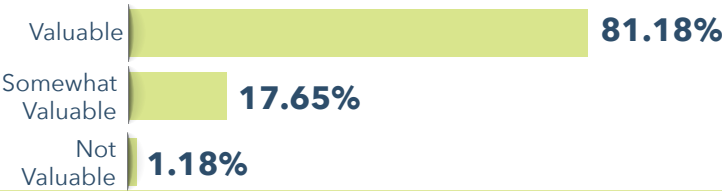
17 Members work at polytechnics



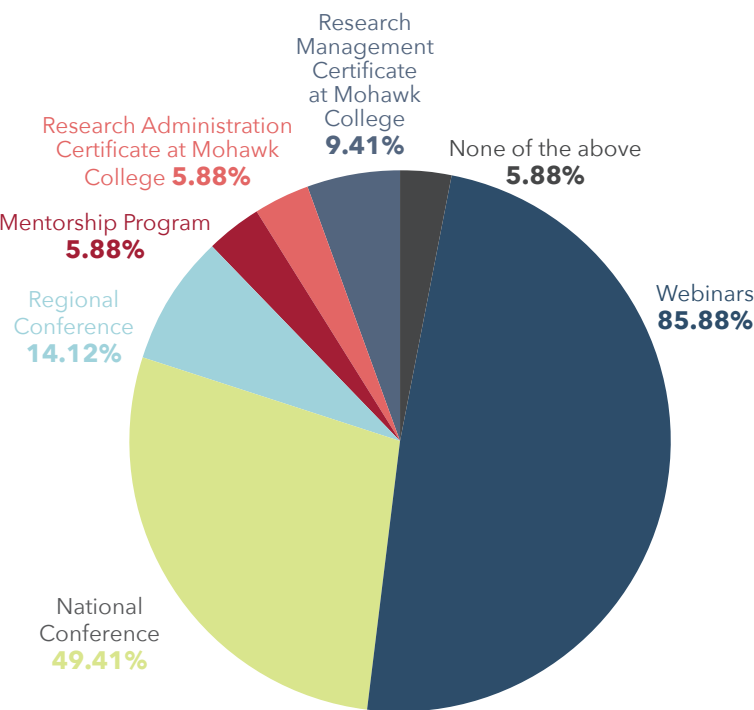
Our other members work in other settings or are future or retired research administrators.

Membership Survey Results

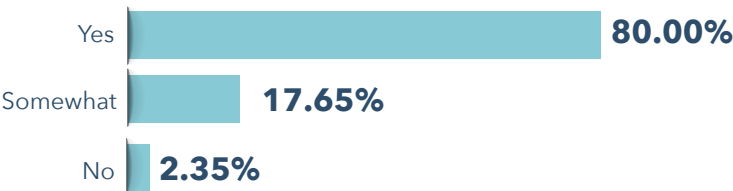
1 Do you think CARA provides valuable professional development opportunities through its activities?



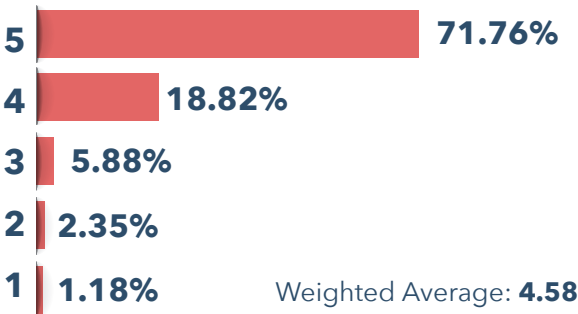
2 Which CARA professional development programs did you use last year? (please check all that apply)



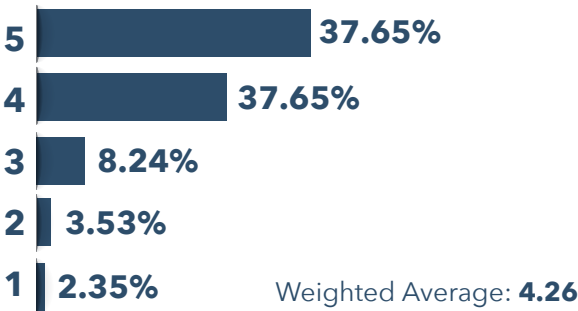
3 Do you think CARA membership has benefited you in your chosen career?



4 How likely are you to recommend CARA membership to a colleague? (scale of 1 to 5 - 5 is very likely)



5 How satisfied are you with your CARA membership? (scale 1 to 5 - 5 is very satisfied)



6 What time of year would you like the annual conference to be held?

January	2.41%
February	4.82%
March	7.23%
April	22.89%
May	67.47%
June	45.78%
July	8.43%
August	4.82%
September	9.64%
October	12.05%
November	8.43%
December	3.61%

Total Respondents: 83

Highlights of the Year



WE HOSTED

our annual
conference in
Calgary



WE CELEBRATED

our 9-year partnership
with The Personal
Insurance Company



WE HOSTED

our final in person
regional conference in
Whitehorse, Yukon



WE CONGRATULATED

14 Research
Administration
Certificate graduates



WE CELEBRATED

453 students in the Research
Administration Certificate, in
partnership with Mohawk
College, since 2017



WE HAVE WELCOMED

54 students to the Research
Management and Coordination
Certificate, in partnership with
Mohawk College, since 2022



WE HELD

100 webinars and
other online events



WE RECOGNIZED

15 leaders in the
profession during the
annual awards
ceremony





Our Year in Numbers



1074 members

520 delegates attended the national conference

69 conference delegates attended the CARA West conference

79 students in the Certificate in Research Administration

52 students in the Certificate in Research Management and Coordination

1351 X followers

2468 Webinar registrations

100 webinars

120 volunteers

2192 Members of our LinkedIn group

17 leaders and achievements recognized with CARA Awards

75 expert presenters at the national conference

20 presenters shared their expertise at the CARA West conference

84 webinar presenters

Award Recipients



The CARA Awards Program recognizes the best and brightest in Canadian research administration and management, from outstanding teams to individual leaders.

We congratulate the 2024 award recipients and thank them for their exceptional contributions to the profession.

Walter Hitschfeld Award - *Deborah Zornes*

The Legacy Award - *Robyn Roscoe*

Community Builder Award - *Mariam Hayward and Stephanie Warner*

Dan Chase Distinguished Service Award - *Donna Walker*

Innovation Award - *Gen Clark, Ann-Marie Field, and Brandi Povitz*

Inter-Institutional Collaboration Award - *Lupin Battersby and Krista Jensen*

Public Engagement and Advocacy Award - *Jamie McInnis*

Research Management Excellence Award - *Anita Sharma*

Spirit of Kindness Award - *Jill Caillou, Danielle Demiantschuk, and Heidi Smithson*



Research Administration Certificate Graduates

Congratulations to the 2024 Research Administration Certificate Graduates!

Each graduate completed six courses covering the core components of research administration – the funding environment, ethics, integrity and governance, funding proposals, project management, financial management, and contracts and reporting. Thank you to all graduates for investing in their professional development and advancing the profession.

Sharleen Balogh
Sarah DenBoer
Keith Friedlander
Annette Hurley
Valeria Kolesova
Natalia Kovaleva
Rachel Lee

Renfei Liao
Pierce Maguire
Debrah-Dawn Manuel
Sarah Novosedlik
Sajjad Surani
Michelle Tigere
Brendan Wehby-Malicki



Events

CARA delivered 2 conferences this year: the national conference in Calgary, Alberta and CARA West in Whitehorse, Yukon.

We gratefully acknowledge the leadership of the conference planning committees and all 95 speakers at these events, which were attended by 589 delegates.



**2024 National Conference
Committee Chair**

Rachel Brown
Niagara College



**2024 CARA West Regional
Conference Chair**

Davon Callendar
Yukon University



National Conference Committee Members

Danielle Demiantschuk
Sola Fasunwon
Jennifer Freeman
Darlene Hiles

Sivagowry Lewis
Kelly-Anne Maddox
Jamie McInnis

CARA West Conference Committee Members

Erika Barrios
Anna Krangle-Long
Robyn Roscoe

Fleur MacQueen Smith
Neera Vohra

Mentors

Thank you, CARA mentors, for your generous leadership to newer research administrators.

The CARA mentorship program is entirely led by our senior leaders in the profession who volunteer general career advice, expertise in aspects of research administration, insight on skill development, and pointers for mentees to help them achieve their goals.

Mike Folinas

Yvonne Kjorlien

Stacey Leavitt

Anna LeMarquand

Lisa Leung

Kelly-Anne Maddox

Karen Mosier

Rana Mustafa

Helene Noddin

Justin Patton

Kyla Reid

Jill Rogers

Robyn Roscoe

Gavyn Ryan

Anita Sharma

Poster Judges

We thank the 2024 poster judges for their leadership contributions in evaluating the posters in the annual competition.

Tom Barber

David Bruce

Sue Funk

Darlene Hiles

Kristen Korberg

Helene Noddin

Elizabeth Russell-Minda

Anita Sharma

Thank You Sponsors

Thank you very much to the CARA 2024 National Conference Sponsors for supporting research administration in Canada.

2024

SILVER



BRONZE



NEIHR National
Coordinating Centre
neihrcoordcentre.ca

BRONZE



PRESIDENT'S RECEPTION



SLIDE LOOP SPONSORS



The A-Z Guide to Research
Contract Review



SPONSORS



SPONSORS



Expert Presenters in the 2024-25 Webinar Program



Thank you to the webinar presenters who shared their expertise with CARA members in 2024-25. The webinar program had over 2400 registrations underscoring how members value their peers' knowledge.

Pierre-Jean Alarco	Drew Gyorke	Paula Perri
Scott Baker	Janet Halliwell	David Phipps
Nicole Bennett	Valerie Harbour	Nathalie Podeszfski
Laura Bredahl	Gwen Elaine Thompson Hill	Katie Porter
Aaron Brewer	Mark Hurdley	Virginie Portes
Shelley Brown	Ross Huyskamp	Brandi Povitz
David Bruce	Priya Jaggi	Ann-Marie Przyslupski
Julie Caldwell	Michael Johnny	Marlon Rajakaruna
Terry Campbell	Melissa Joyce	Kyla Reid
Rochelle Caruso	Sherri Kogan	Eduardo Reyes-Serratos
Snjezana Cekrljia	Jyoti Kotecha	Jill Rogers
Thane Chambers	Michael Lam	Brian Romansky
Frances Chandler	Sarah Lampson	Amanda Sawlor
Sanjukta Choudhury	Guita Lamsechi	Heidi Smithson
Gen Clark	Andrea Lee	Tamara Sone
Kelly Cobey	Mark Leslie	Melissa Squires
Erica Conte	Ann Liang	Nishat Tasnim
Lucia Costanzo	Angela Luciano	Phil Thomas
Veronique Covanti	Dawn McArthur	Regina Tiba
Leslie Cove	Michelle McGinn	Taylor van Veen
Kirstyn Dillon	Dominique Michaud	Michael Walesiak
Vienna M. Doenni	Tony Michel	Martha Wallace
Karine Duhamel	Ian Milligan	Stephanie Warner
Tera Ebach	Michelle Moldofsky	Nicole Westlund Stewart
Sasha Eskandarian	Karen Mosier	Khadine Wiltshire
Ann-Marie Field	Carolyn Mullin	Sharon Wu
Mike Folinas	Michael Papapetrou	Angela Zeno
Lauren Gogo	Sarah Passmore	Bonnie Zink

In Memoriam

CARA recently learned of the death of past president Barbara Crutchley in June 2023. Barb was the President of CARA (formerly CAURA) from 2009-2011 and continued contributing for many years after her term leading the association. From advising on board policy to participating in the panel interview for the executive director, Barb continued to give generously of her expertise year after year.

Barbara began working in research administration in 1980 and retired in 2017 from the University of Manitoba as Director, Office of Research Services. A respected leader in the profession, Barb was a warm, inclusive colleague whose influence on the profession is felt to this day. We remember her with fondness and gratitude.



Photo Courtesy of Tracy Mohr

From the very beginning of her time with CAURA, Barb was a consistently strong voice in the development of research administration in Canada. She was keenly aware of the growing complexity of the research administrative environment in Canadian universities and of the skills that needed to be developed and nurtured to successfully deal with that environment. Not only did she assist with acting as organizer or moderator of many conference sessions which explored and informed on topics dealing with research collaborations, partnerships, networks, US based funding just to name a few, but she also became actively involved as an organizer and speaker at annual workshops for new research administrators which became a regular and valued feature at CAURA's annual national conferences. It was in this area, in particular, that we discovered a common interest in engaging with and in welcoming new members into the CAURA network and it was one that offered us much fun and enjoyment as colleagues, but also as friends, during the nearly 15 years that we shared as members of CAURA. - Barbara Cox, President of CARA (formerly CAURA) 2000-2001

For those of us who had the pleasure of working with Barbara Crutchley, we learned much about the perennial quality of grounded professional leadership in the realm of research administration. She worked with great focus and was dedicated to CARA and its purpose and goals. She was a wonderful colleague, fun to present with, and charitable in sharing her knowledge and experience with others at any stage of their career. There was definitely an inimitable way about her, making it always such a pleasure to talk with her.

These words are not my own, but have stayed with me throughout my career: when we think about the people we look up to and admire; the ones we feel we are truly sharing a focus with on providing the best we can to our research community, it is never those driven by agendas and ambitious aspirations, but those who value what you and others have to say equally; who are kind and down-to-earth, charitable, grounded, and lead through their dedication to their craft. That was Barbara Crutchley and for many of us, her influence endures.

- Drew Gyorke, Former CARA board member

Barbara was widely respected for her knowledge and can-do approach, in the rapidly changing research landscape over her 30+ year career at the University of Manitoba. She set the stage for success of our Research Services Office and worked tirelessly to meet every challenge. She was extremely passionate about CARA, from delivering her annual workshops to working on the executive team, where she formed many strong friendships. She returned from annual conferences, refreshed, and ready to tackle the ever-growing needs of the research community.

- Tracy Mohr, Director, Grants & Research Operations, University of Manitoba



Board of Directors

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



Dominique Michaud
President
Concordia University



Rachel Brown
Vice-President
Niagara College



Angela Zeno
Treasurer
York University

Directors



Jacquelynn Brown
Saskatchewan Polytechnic



Lauren Gogo
Hamilton Health Sciences



Kelly-Anne Maddox
University of Ottawa



Karen Mosier
University of Saskatchewan



Amanda Sawlor
University of Guelph



Dean Strickland
Memorial University

Representatives from Federal Research Funding Organizations



Jas Michalski
NSERC



Patrick Pilot
CFI



Andrew Wakefield
SSHRC

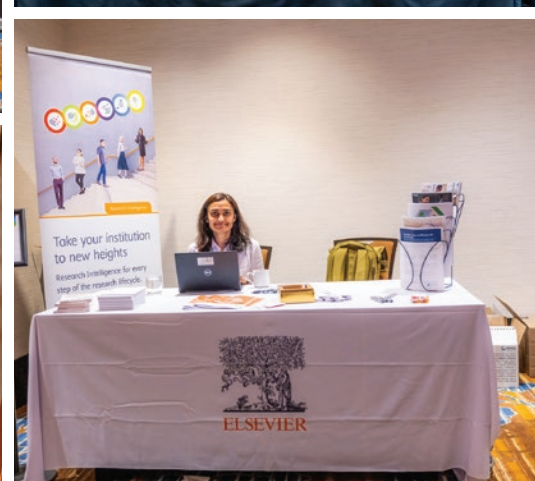


James Waring
CIHR

Staff

Sarah Lampson
Executive Director

Alison Prescott
Coordinator



Highlights of the Year Ahead

CARA 2026
national conference
in Richmond, BC

1

Host more than
50 webinars
with more than
2000 attendees

2

**The Membership
Return on Investment
Task Force** will begin its work

3





Thank
°°° You



@cara_acaar