



CARA Annual Report - July 2020

President's Report

It is an honor and privilege to serve as CARA's President. While my term would have come to an end in May this year, the Board unanimously agreed to extend the term of all members by an additional year given the current pandemic situation. As I have noted before, the members of the Board are exceptional to work with – engaged, committed, and hard working. The contributions from the Tri-Agency and CFI reps have also been exceptional and I cannot convey my appreciation enough for each person's participation.

An association the size of CARA, and as active as CARA, takes time and effort not only from the Executive, but from its members. There are many, many volunteers who work on CARA's behalf and who participate – webinar leaders, mentors, SIG leaders, committee members, working group members, conference volunteers, CARA Connection writers and editors, etc. As part of my report, I want to formally and publicly thank all members of CARA for their participation and engagement with, and in, the Association. I also want to formally acknowledge Sarah's work as Executive Director, as well as Michel Kafrouny's as Program and Administrative Coordinator – CARA would not be the Association it is without their efforts.

I take the role of President of CARA very seriously and know and understand that the membership expects that we as an Executive, and I as President, guide the Association and make our decisions based on the stated purposes of the organization. CARA is a national voice for research administrators in Canada. With right around 1000 members, the professional organization's strength is in its diversity and comprehensive approach to research administration. CARA provides a critical interface between stakeholders in the management of the research enterprise. Our stated purposes are to: foster research administration and management expertise in Canada by facilitating a strong and vibrant community; provide and facilitate robust career and professional development programs and services for members; and enable synthesis and dissemination of information/knowledge on research administration and management with a view to developing individual and organizational excellence.

A number of initiatives are listed below that were undertaken during this past year:

- Membership grew to 1013 members;
- New Strategic Plan developed and launched for 2020-23;
- The 2019 annual conference had the highest attendance to date;
- 281 members volunteered with their professional association last year;
- Social media engagement continues to increase with over 1000 Twitter followers and a LinkedIn group of over 1400;
- CARASlack channel and sub channels launched;
- CARA fellowship program announced;
- CARA established an alumni group for all graduates of any of our certificate programs;

- Webinar registrations exceeded 1000;
- INORMS RAAAP Survey - CARA was involved as a part of the core team for the original project and the survey was shared with research administrators around the world; the next phase was launched and additional data gathered and is currently being analyzed;
- Spirit of Kindness Award was created, based on a suggestion from CARA member Karen Mosier;
- Building on the success of the CRA with Mohawk College, we are in discussions with the College regarding a post grad certificate in research management which would be accredited by the Ministry in Ontario – the program proposal is currently with the Ministry;
- Members of the CARA Executive and a number of CARA members participated in and contributed to several discussions with Tri-Agency representatives on research data management; equity, diversity and inclusivity; research creation; the renewal of the financial administration guide and the shift to principles-based accounting and monitoring, to name just a few. The partnership between the Tri-Agencies and CARA is strong, and our inclusion in these discussions has been meaningful and impactful;
- The Board continued to look at diversity in terms of membership, specifically to ensure a mix of: gender; regions; size of institution; type of institution; and functions (pre award, post award, compliance, IP, etc.);
- A Diversity Statement for CARA is in final development and expected to be approved in the fall;
- I participated in the NSERC/CARA, SSHRC/CARA and CIHR UDEC groups which meet regularly through the year. Notes from the NSERC and SSHRC meetings are available through the CARA website;
- Members of the executive were in regular conversations with CAUBO, CAREB, and other sister organizations (e.g., ARMA, NORDEP, NCURA, etc.). I served and continue to serve as a member of the Inorms Council, and the Inorms working group, and continue to be a core member of the Research Administration as a Profession (RAAAP) research team; and
- Throughout the year a number of our policies were reviewed and updated.

As a result of the COVID-19 pandemic, CARA 2020 was cancelled. In 2019, we negotiated and signed contracts for CARA 2021 (in St. John's Newfoundland) and CARA 2022 (in Ottawa). With regard to CARA 2021, we are meeting monthly with the hotel and conference centre and are guided by the public health directives for the country and the provinces. While we are hopeful that the conference can proceed in person, we are, at the same time, planning for a fully online conference in the event that we cannot gather in person. As such, we have put a hold on dates for 2023 in Newfoundland in case we do go online for 2021.

Sincerely,



Deborah Zornes, President