



CARDEA

Career Acknowledgement for Research
(Managers) Delivering for the European Area
Grant Agreement No. 101058572

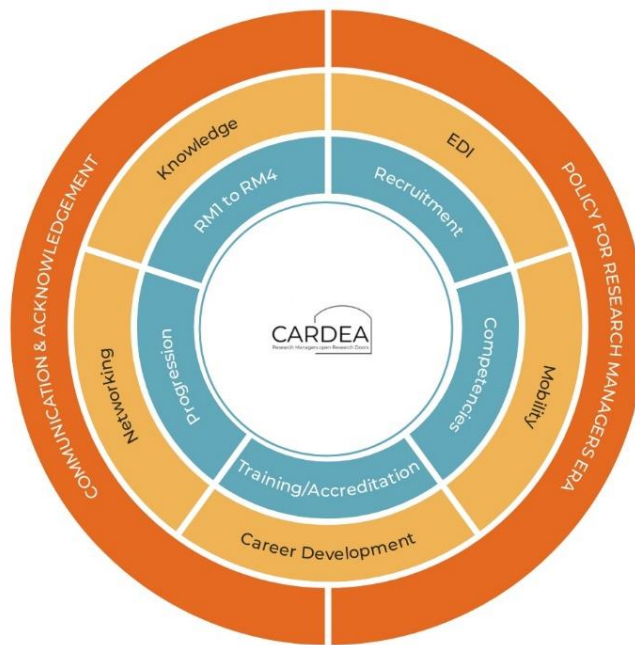


Funded by
the European Union

The CARDEA project is funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Research Executive Agency (REA). Neither the European Union nor REA can be held responsible for them.

CARDEA - Career Acknowledgement for Research (Managers) Delivering for the European Area	
Project acronym	CARDEA
Grant No	101058572
Call identifier	HORIZON-WIDERA-2021-ERA-01-20
Start of project	1st June 2022
Duration	48 months

CARDEA MATRIX





CARDEA

European
Commission



University College Cork, Ireland
Coláiste na hOllscoile Corcaigh



WELCOME TO THE CARDEA KICK-OFF PROJECT MEETING



WHAT IT STANDS FOR

**CAREER ACKNOWLEDGEMENT FOR
RESEARCH (MANAGERS) DELIVERING
FOR THE EUROPEAN AREA**

June 3rd, 2022

Speakers 09.00 to 09.25 am

- **Professor John O'Halloran, President UCC**
- **Minister Simon Coveney Minister for Foreign Affairs & Minister for Defence**
- **Ms. Mary O'Regan HR Business Manager UCC (Co-Principal Investigator)**



June 3rd, 2022

Speakers 09.25 to 09.50 am

- **Dr Conor O'Carroll**
- **Prof John Cryan Vice President
Research & Innovation UCC**
- **Mr Barry O'Brien Director of
Human Resources UCC**



June 3rd, 2022

Speakers 10.30 to 11.30 am

- **Dr Rinske Van den Berg**
- **Dr Stijn Delaure**
- **Dr Nik Claesen**



June 3rd, 2022

11.30 to 1.00pm Project Partners

- **Work Package 1**
- **Description of Work**



**WORK PACKAGE 1 UCC LEAD BENEFICIARY 11.30AM TO 1.00PM
COUNCIL ROOM UCC**

**Project Management and
Coordination**

Objective: To provide professional project management to The CARDEA project. To include initiating, planning, executing, monitor and control as well as closeout of the project.

WORK PACKAGE 1 UCC

Deliverable no	Name	Month	Components
D1.1	Project Management Plan	Initial: M12 Update: M30 Final: M48	Project management plan with roadmap and implementation plan for all aspects of project: to include the following subsidiary plans <ul style="list-style-type: none">• Scope statement• Organisational structures (including governance and specialisation groups)• Work plan and timelines (including meeting schedule)• Monitoring and control plan• Change management plan• Risk Management plan• Stakeholder management plan• Communications plan

WORK PACKAGE 1 UCC

Deliverable no	Name	Month	Components
D1.2	Data Management Plan	Initial M12 Update M30 Final M48	To include: <ul style="list-style-type: none">• Guiding principles for data management in CARDEA• Legal framework as governed by GDPR• Data summary• Data handling (including open data transfer, FAIR data principles)• Ethics and data security

WORK PACKAGE 1 UCC

Deliverable no	Name	Month	Components
D1.3	Sustainability Plan	Initial M30 Final M48	To include: <ul style="list-style-type: none">• CARDEA findings / assets with longitudinal plans for further development• Identification of future collaborations• Identification of future funding

WORK PACKAGE 1 UCC

Associated Milestones

Interinstitutional MOUs and established work structures, scope statement, signing of consortium agreement, kick off meeting, annual meetings, organisational and governance positions filled, baseline assessment of existing RM activities.

**WORK PACKAGE 2 UCC LEAD BENEFICIARY 2.00PM TO 2.30PM
COUNCIL ROOM UCC**

**Mapping, Benchmarking
and Research**

Objective: To develop a comprehensive knowledge base, using data-driven metrics and validated methodology to assess RM ecosystems.

WORK PACKAGE 2 UCC

Deliverable no	Name	Month	Components
D2.1	Methodology Playbook	M12	Report detailing validated research methodology for all CARDEA research activities to include <ul style="list-style-type: none">• Questionnaires• Interview schedules

WORK PACKAGE 2 UCC

Deliverable no	Name	Month	Components
D2.2	Raw Data Sets	Initial M30 Final M48	Anonymised version of all quantitatively and qualitative data produced to include <ul style="list-style-type: none">• Survey responses• Transcripts of interviews/focus groups

WORK PACKAGE 2 UCC

Deliverable no	Name	Month	Components
D2.3	CARDEA Toolkit Report	Initial M30 Final M48	<p>CARDEA will produce a number of guides/frameworks. Taken together these will become the CARDEA toolkit and will include:</p> <ul style="list-style-type: none">• Analysis of gap between current provision and RM needs• Capability Maturity Model• Knowledge, Skills, Abilities – self assessment tool• Training Needs Analysis – guided assessment tool (individual and organisational levels)• Professional Development Plan for Research Managers – template• Research Manager Competency Model (with specialised sub models for specific roles) <p>The contents of each framework, tool, and template will be reported.</p>

WORK PACKAGE 2 UCC

Associated
Milestones

Translations,
questionnaire
design, statistical
analysis, external
review of research.

WORK PACKAGE 3 UNIPU LEAD BENEFICIARY 2.00PM TO 2.30PM CONFERENCE ROOM UCC

European Research Manager Hub

Objective: Establish European Hub for Research Managers, including a person-centred and designed digital space facilitating brokering, maintaining and curating collaborative relationships, knowledge sharing and innovative research management practices. To include a Research Manager Community of practice and measures to increase awareness of existing training, networking and mobility opportunities within and beyond the Hub..

WORK PACKAGE 3 UNIPU

Deliverable no	Name	Month	Components
D3.1	RM Library and summary report	M30	Repository of RM resources to include <ul style="list-style-type: none">- Policies- Available training- Mobility opportunities- Funding opportunities- Networking opportunities

WORK PACKAGE 3 UNIPU

Deliverable no	Name	Month	Components
D3.2	Community of Practice	M48	Report on: <ul style="list-style-type: none">• The membership• MOUs,• Hub work plan• Hub Charter, organisation and strategy,• Hub activities (including training, case studies, fact sheets)• Future development plans for CARDEA Hub

WORK PACKAGE 3 UNIPU

Deliverable no	Name	Month	Components
D3.3	Outcomes report from RM Academy, Conference and Summer School	M30	Including: Report on establishment of academy

WORK PACKAGE 3 UNIPU

Associated
Milestones

MOUs,
establish hub
working groups.

WORK PACKAGE 4 CERCA LEAD BENEFICIARY 2.30PM TO 3.00PM COUNCIL ROOM UCC

Mobility and Networking

Objective: To analyse current networking and mobility schemes for RM. To Develop networking and mobility (geographic and intersectional) opportunities for the Hub and to increase awareness amongst RMs and stakeholders about networking and mobility opportunities.

WORK PACKAGE 4 CERCA

Deliverable no	Name	Month	Components
D4.1	RM networking and mobility report	Initial report: M30 Final revision: M48	Report systematically detailing the networking and mobility patterns and activities of RMS based on data analysis from WP2. To also include report on usage statistics for Matchmaking and discussion forums.

WORK PACKAGE 4 CERCA

Deliverable no	Name	Month	Components
D4.2	Consortium mobility and collaboration	Plan of activities: M12 Interim report: M30 Final report: M48	Report on the intra-CARDEA mobility and networking. To include: <ul style="list-style-type: none">• 20 seminars• 8 study visits (international)• 14 public private fact finding visits• 38 meetings of Science funding• Exploration of opportunities for teaming and Twinning with EU projects

WORK PACKAGE 4 CERCA

Deliverable no	Name	Month	Components
D4.3	Governance committee activities	Plan of activities: M12 Interim report: M30 Final report: M48	Report from the governance committee assessing the effectiveness of CARDEA activities.

WORK PACKAGE 4 CERCA

Associated
Milestones

Establish governance
committee, terms of
reference, study
visits, guest
seminars.

WORK PACKAGE 5 IFJPN LEAD BENEFICIARY 3.00PM TO 3.30PM COUNCIL ROOM UCC

Equality, Inclusion and Diversity

Objective: To embed EDI as a tool in the strategic approach to RM strategy using both bottom up and top-down approaches to assess and improve EDI in RM roles, responsibilities and sphere of influence to the wider R&I ecosystem.

WORK PACKAGE 5 IFJPAN

Deliverable no	Name	Month	Components
D5.1	EDI Strategy	Initial: M12 Revised: M30 Final: M48	To include: <ul style="list-style-type: none">• Data driven RM EDI profiles (national, institutional)• Policy recommendations

WORK PACKAGE 5 IFJPN

Deliverable no	Name	Month	Components
D5.2	EDI Support Programme	Initial report: M30 Final report: M48	To include: <ul style="list-style-type: none">• Fact sheets• Template (checklist) to support local EDI development activities• Transition support programme• Pilot coaching and mentoring programme• EDI awareness training modules

WORK PACKAGE 5 IFJPAN

Associated
Milestones

Stakeholder
consultation
reviews, pilot
training, module
development.

WORK PACKAGE 6 UPB LEAD BENEFICIARY 2.30PM TO 3.00PM CONFERENCE ROOM UCC

Widening Participation

Objective: To leverage the individual strengths of the consortium members in a coherent fashion to support excellence in RM development, specifically by (1) more advanced partners supporting developing institutions (2) leveraging the Horizon Europe twinning programmes to increase visibility or RM careers in the commercial sector (3) using the maturity model to stimulate increased excellence in RM activities.

WORK PACKAGE 6 UPB

Deliverable no	Name	Month	Components
D6.1	European Code of Conduct for Research Managers	Draft for consultation: M30 Final Code: M48	To include: <ul style="list-style-type: none">• Guidelines to support organisations in realising the requirements of the charter and preparing to sign concordat.

WORK PACKAGE 6 UPB

Deliverable no	Name	Month	Components
D6.2	Report on private company engagement with CARDEA	Initial report: M30 Updated report: M48	To include: <ul style="list-style-type: none">• MOUs• Reports on consultations• Case studies• Future opportunity identification

WORK PACKAGE 6 UPB

Deliverable no	Name	Month	Components
D6.3	Report on Widening Activities	Initial report: M30 Updated report: M48	To include: <ul style="list-style-type: none">• Guidelines and toolkit to promote collaboration• report on webinars• giving back workshops• mentoring programme

WORK PACKAGE 6 UPB

Associated Milestones

Establishment of giving
back programme,
framework for
industrial participation,

.

WORK PACKAGE 7 UNIMC LEAD BENEFICIARY 3.30PM TO 4.00PM COUNCIL ROOM UCC

Training and Development

Objective: To develop a comprehensive training programme designed by and for RMs with their specific needs in mind. Programme to have a particular focus on meeting identified gaps, twin priorities (green and digital), European R&I priorities, UNSDG. Training and development should be personalised, meet a career ambition and offer certification.

WORK PACKAGE 7 UNIMC

Deliverable no	Name	Month	Components
D7.1	Training catalogue	Initial suite of modules : M12 Updated report : M30 Final listing and report : M48	Full listing of all training proposed and delivered by CARDEA

WORK PACKAGE 7 UNIMC

Deliverable no	Name	Month	Components
D7.2	CPD Model	Initial model framework: M30 Final (accredited) model: M48	Report on CPD model for RM including certifications (micro credentials)

WORK PACKAGE 7 UNIMC

Associated
Milestones

Virtual learning
environment,
RM digital
badge.

WORK PACKAGE 8 CERTH LEAD BENEFICIARY 3.00PM TO 3.30PM

CONFERENCE ROOM

Advocacy and Influencing

Objective: The objective of this work package is to enhance the attractiveness of research careers, as a vital element of the “New ERA”, by creating attractive and safe working and employment conditions for more sustainable and appealing researchers’ careers and, consequently, attracting and retaining excellent researchers, taking into account open science, gender equality, digital skills, research assessment, diversification of research careers and multiple career paths and additional relevant elements of the European Skills Agenda; to involve research policy makers, funding organizations, and the high-level managers of the RPO’s, representatives from the EC in order to increase their awareness of CARDEA activities and outputs.

WORK PACKAGE 8 CERTH

Deliverable no	Name	Month	Components
D8.1	Report on the identification, characterisation and engagement of RMs	Initial report: M30 Final Report: M48	

WORK PACKAGE 8 CERTH

Deliverable no	Name	Month	Components
D8.2	Report on the KPIS developed for RM capability for Institutions	Initial report: M30 Final Report: M48	

WORK PACKAGE 8 CERTH

Deliverable no	Name	Month	Components
D8.3	Policy Recommendations	Interim recommendations: M30 Final report and strategy: M48	

WORK PACKAGE 8 CERTH

Associated
Milestones

Pilot
operations.

WORK PACKAGE 9 ULIEGE LEAD BENEFICIARY 3.30PM TO 4.00PM CONFERENCE ROOM

Communication and Impact Generation

Objective: The objective of this work package is to ensure that the project delivers real and meaningful impact and change in the ecosystem of research management careers. Specifically, it will become an active voice for the research management profession, contribution to policy at regional, national, EU and international levels. Advocacy will include blueprints for inclusion of Research Managers and research support roles in funding mechanisms, support for research support mobility, in essence, to develop a roadmap for ongoing professionalisation of research managers within the wider research ecosystem.

WORK PACKAGE 9 ULIEGE

Deliverable no	Name	Month	Components
D9.1	Communication strategy and activities report	Initial Plan: M12 Updates to Plan: M30 Final report: M48	To include sections on <ul style="list-style-type: none">• Website• Learning environment• Fact sheets• Training offerings• Presentations by CARDEA members• Workshops• Social media activities• Press coverage• Newsletters• Peer reviewed publications

WORK PACKAGE 9 ULIEGE

Deliverable no	Name	Month	Components
D9.2	CARDEA Exploitation plan	Initial Plan: M12 Updates to plan: M30 Final report: M48	To include sections on: <ul style="list-style-type: none">• Goals and objectives• Target audiences• Scientific publications• Capacity building (including human capital expertise)• Metrics and KPIS for exploitation

WORK PACKAGE 9 ULIEGE

Associated
Milestones

Visual
identity,
Website.

**PLENARY SESSION ALL PARTNERS 4.15 TO 5.00PM COUNCIL ROOM
UCC**

Discussion

Objective: Next steps for all work packages relayed to the consortium