

INTERNATIONAL RESEARCH SUPPORT SYSTEM AT THE UNIVERSITY OF BARCELONA

July 2018

**International Research Projects Office (OPIR)
University of Barcelona – Foundation Bosch i Gimpera**

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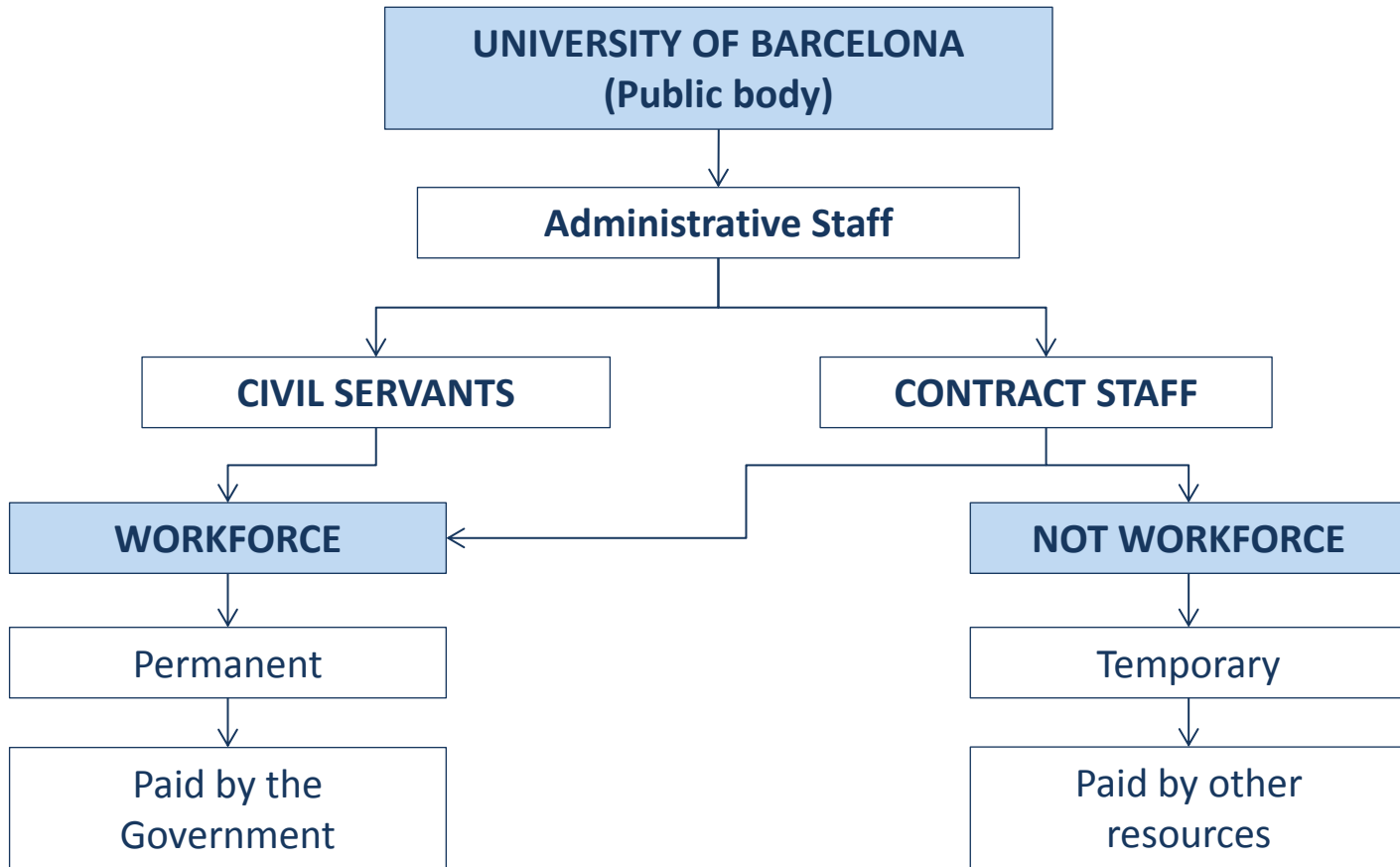
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1. Research support system



1.1. Research Administration System (pre/post-award)

This is a simplified scheme about the administrative staff in Spanish public bodies:



There are 3 main general models for research management:

▶ Centralised model.

One office in charge of the application and management of all kind of projects (local, national, European and International).

▶ Decentralised model.

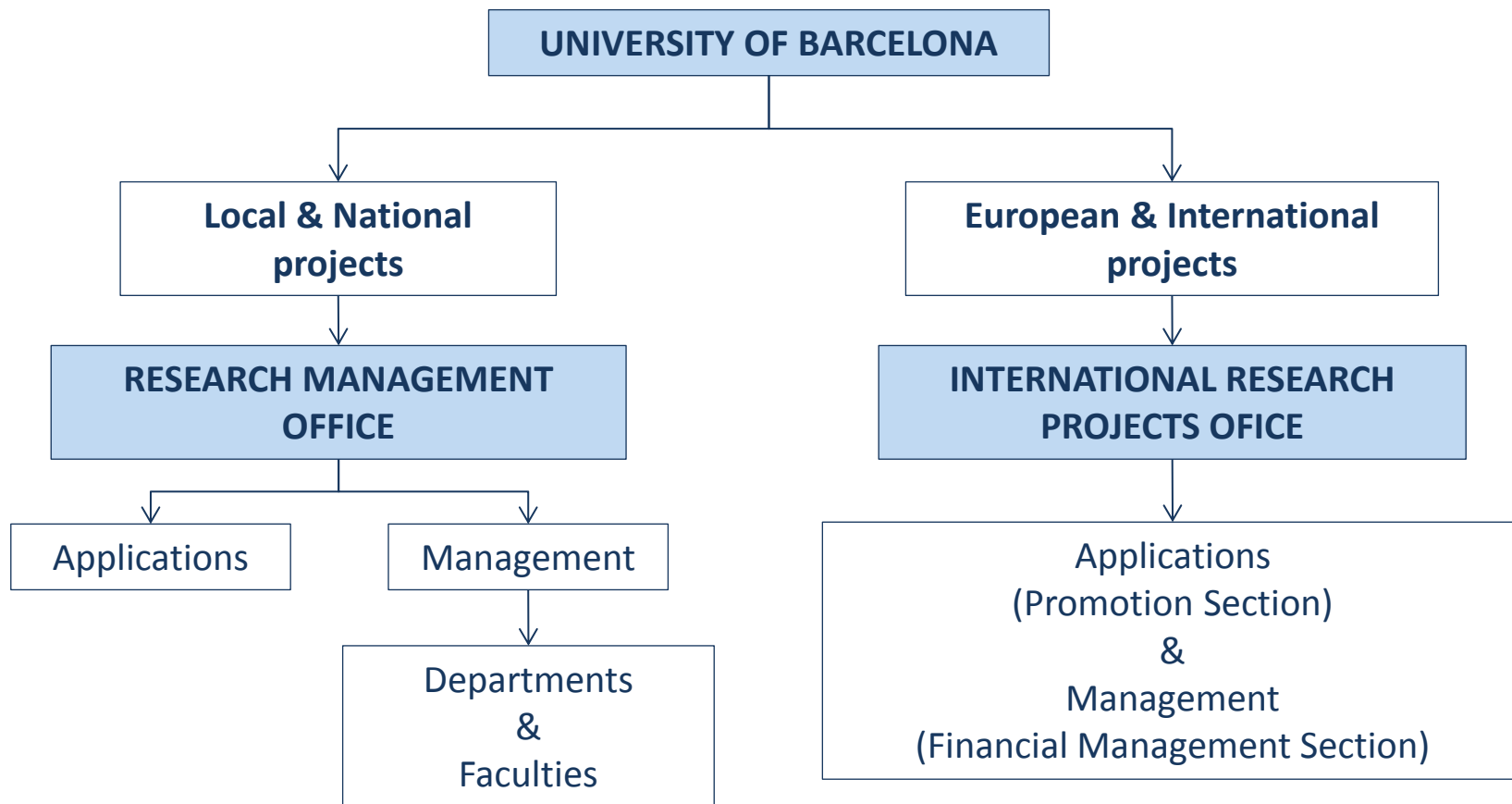
One office in charge of the control of the applications of all kind of projects, with the management delegated to other levels (departments or faculties).

▶ Partially decentralised model (UB).

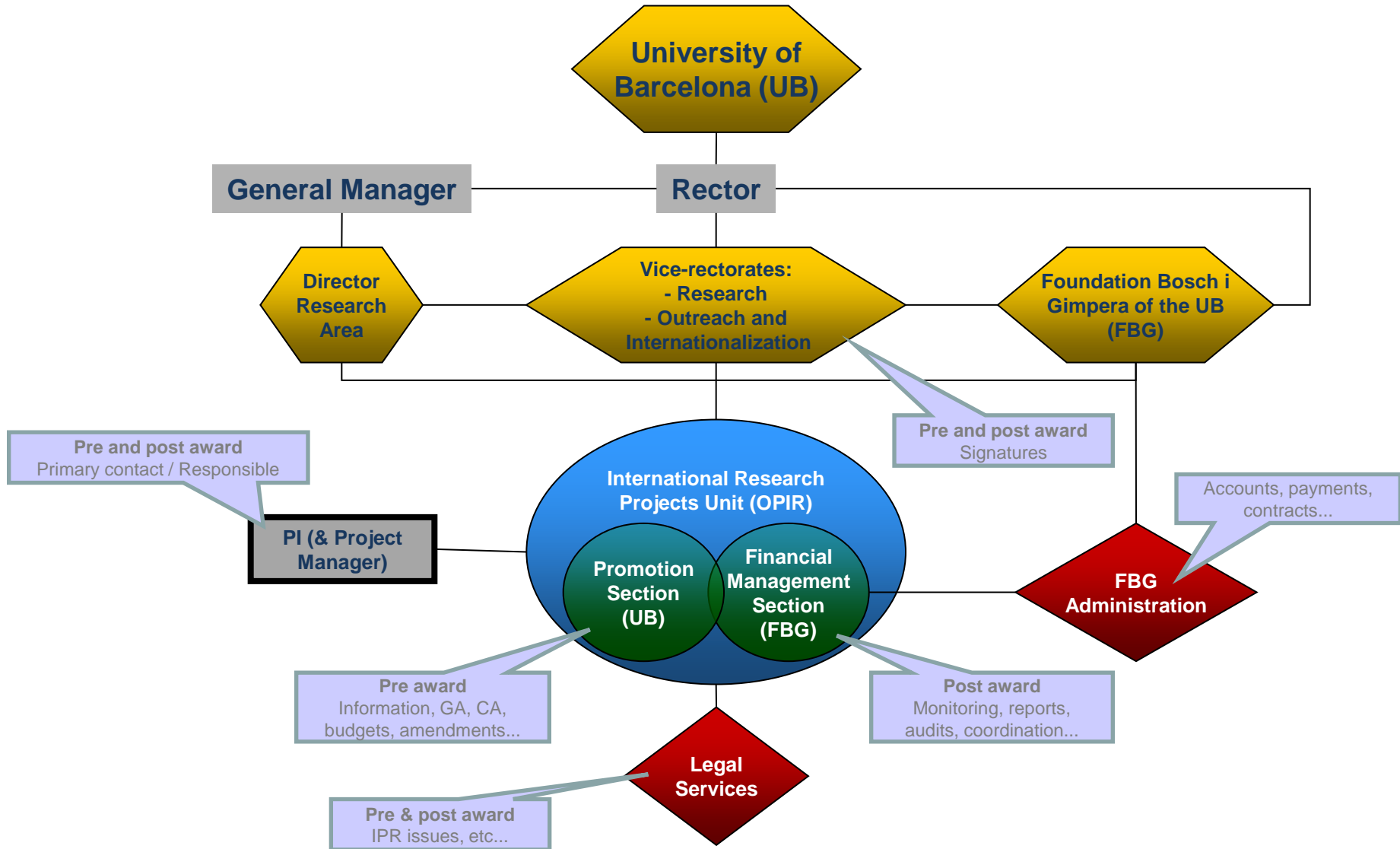
One office in charge of the control of the applications of local and national projects, with the management delegated to departments or faculties.

One office in charge of the application and management of European and International projects.

The UB model for research management is as follows:



UB international research organization chart:



The International Research Projects Office (OPIR) is divided into 2 sections:

Promotion Section

- ▶ The Promotion Section belongs to the University of Barcelona.
- ▶ Dissemination of Information: calls for proposals, infodays around Europe...
- ▶ Technical & Administrative Assistance (pre-award, including budgeting)
- ▶ Meetings & Workshops on European Research & Policies
- ▶ 7 people involved in the Promotion Section:
 - 5 full time technicians distributed by thematic areas
 - 1 technician / administrative (75%-25%)
 - the head of section (also coordinator of the office)

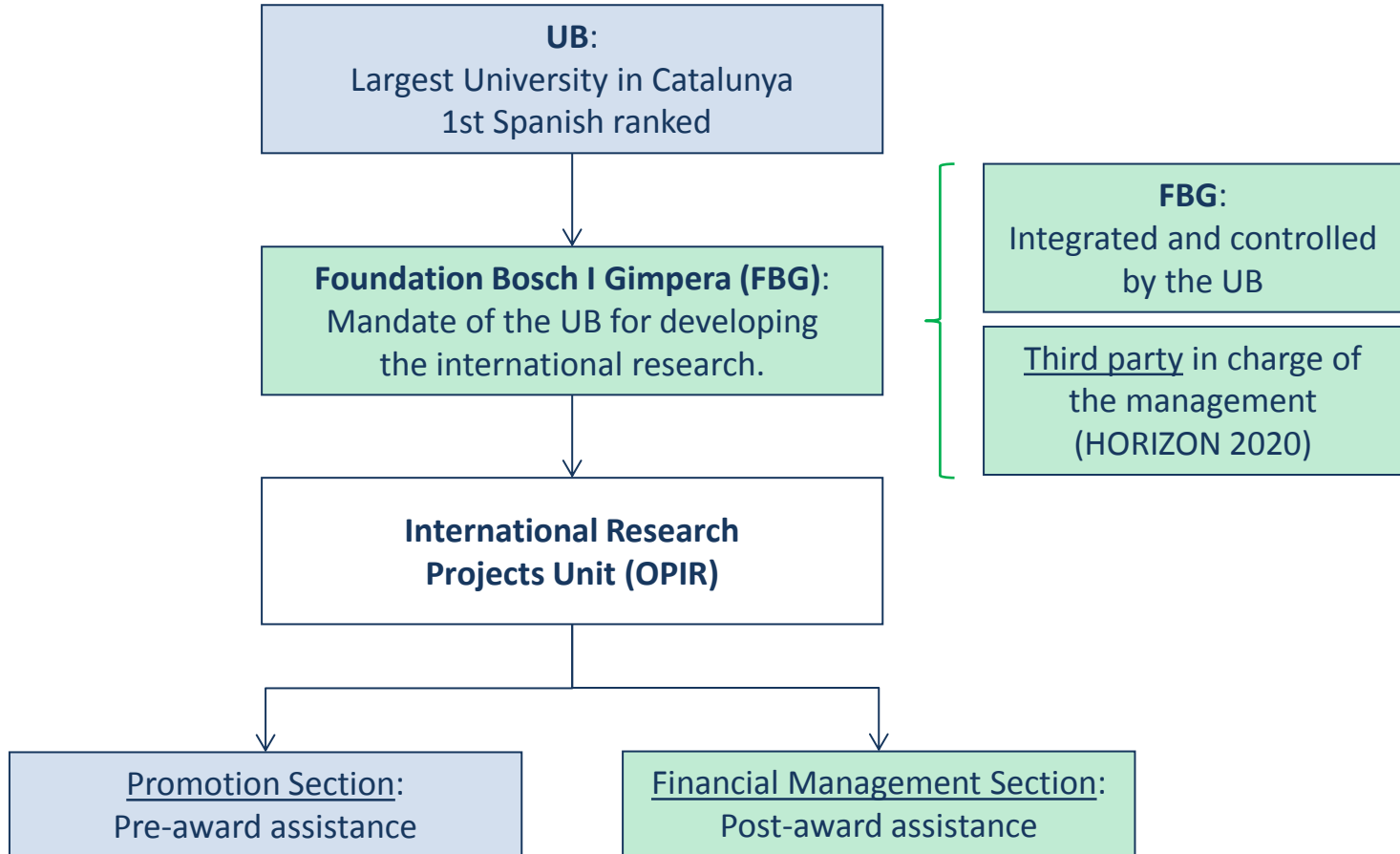


Financial Management Section

- ▶ The Financial Management Section belongs to the Foundation Bosch i Gimpera.
- ▶ Administrative & financial management (post-award)
- ▶ Follow up of project development
- ▶ Financial Reports & Audits
- ▶ 7 people involved in the Financial Management Section:
 - 6 full time technicians
 - the head of section

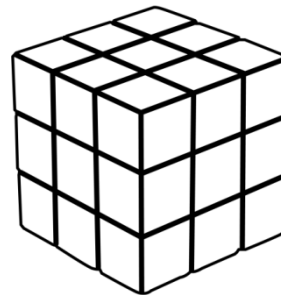


General frame:

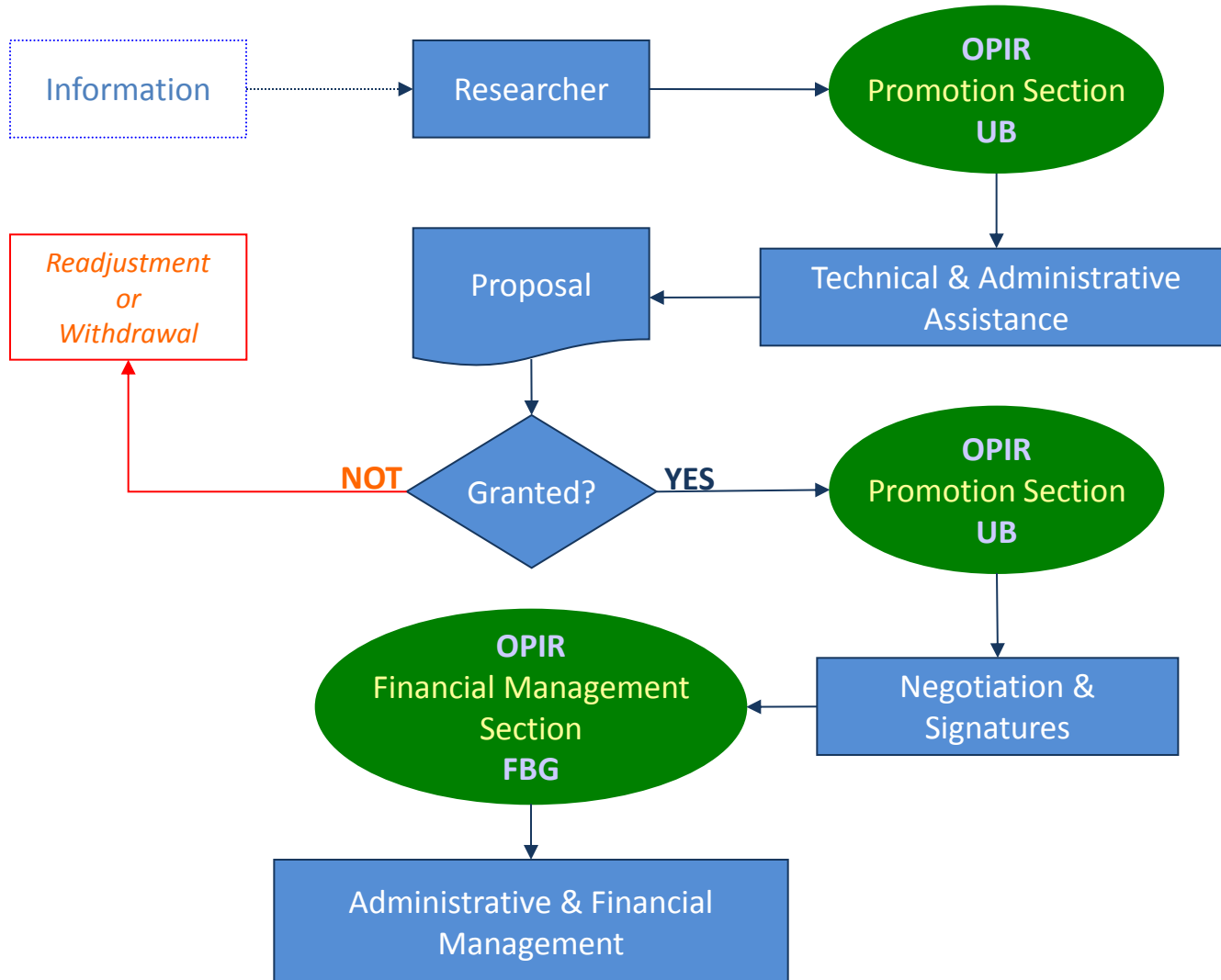


Why a UB Foundation is in charge of the European projects management?

- Staff specialization: people in charge of work can be selected under different rules that the ones imposed to a public administration. Their salaries can also be adapted to its knowledge and the development of its tasks.
- Less bureaucracy: a Foundation can develop its own procedures following functional criteria.
- Agility: the payment and transfer deadlines (to partners, etc.) are faster if they're done by a Foundation than by a public administration.



Simplified procedure:



1.2. Functions of academic and non-academic administrative staff and their relations with faculty staff

The academic administrative staff doesn't exist in the UB as a labour category. We can find administrative staff acting as “project managers” or “research managers” in one or different projects (usually coordinated projects), with academic degrees related to their field of work. They are key people in order to have a good communication between researchers and the OPIR.

1.3. Functions of research administrators and research managers

Research administrators belong to the OPIR and they are in charge of the pre and post-award steps (*see tasks of the OPIR sections*).

In UB coordinated projects, research managers (project managers) are in charge of ensuring the correct functioning of the project, that is, the control of the research timing, the deadline of the deliverables, the relationship between partners, etc. They are also the contact between the researcher and the OPIR.

There are 17 research institutes that belong to the UB, and most of them have a research manager who is in charge of facilitating its researchers their involvement in different typologies of research projects.

1.4. Methods for research management

The UB system for international research management is based in the continuous interaction between the OPIR and the researcher and, if this is the case, the research or project manager.

Once a project is granted, the OPIR Financial Management Section creates a specific account for the project in the FBG. This account can be checked by the Principal Researcher (PI) of the project, but the funds are managed by the specialised technician of the OPIR assigned to it. All the expenses related to the functioning of the project have to be authorised by the PI and validated by the OPIR technician, and then the effective transfers are done by the FBG administrative staff.

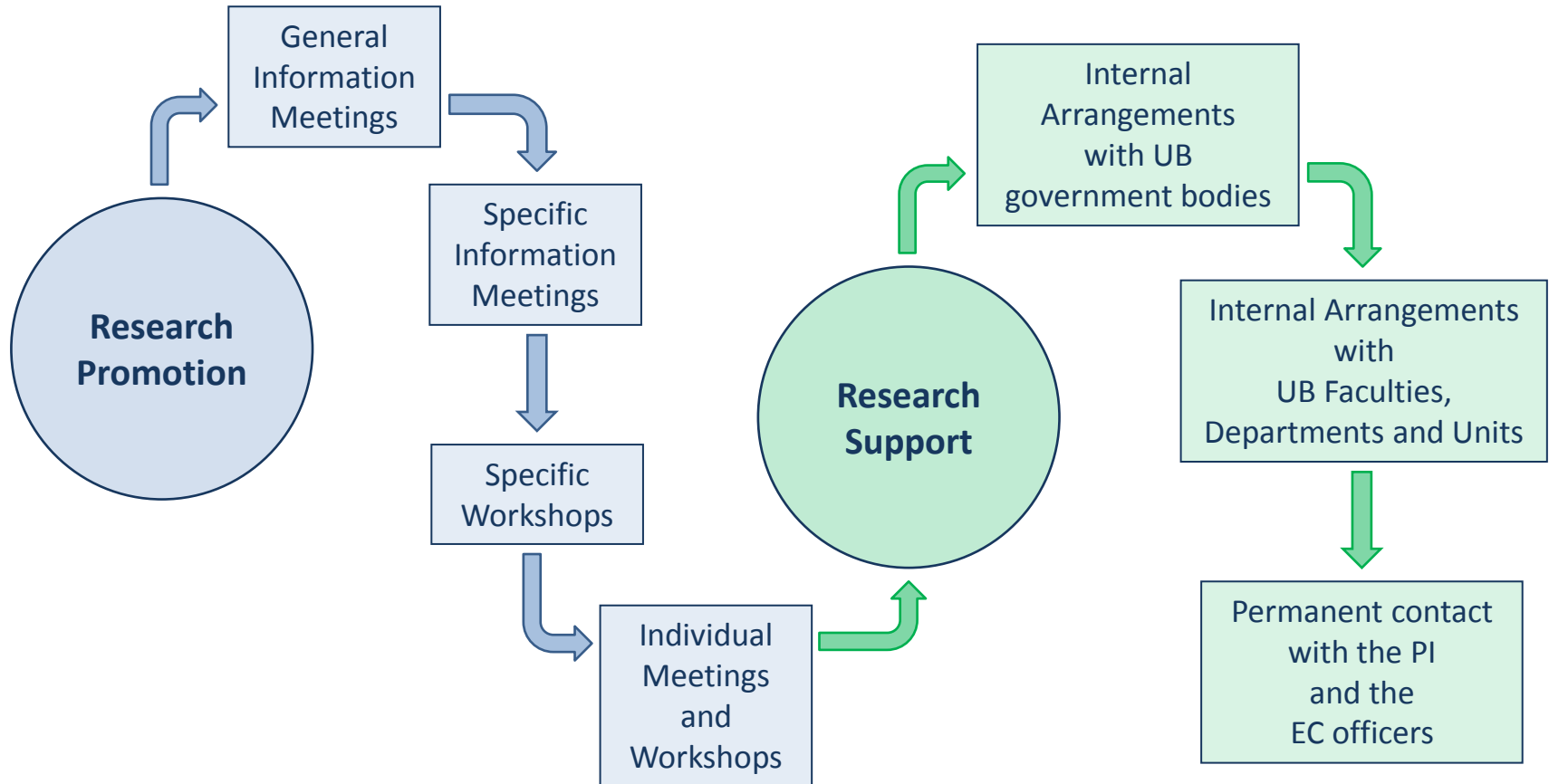
The OPIR technicians are in charge of all the bureaucracy related to the financial justification of the projects and their audits.

Last but not least, the OPIR Promotion Section controls the projects database and it's in charge of making studies and reports to improve the UB participation in international projects.



2. Research promotion and research environment

2.1. Methods for research promotion and support of research environment



2.2. Needs and demands of researchers and methods for individual support

NEEDS AND DEMANDS:

- Information
- Deal with bureaucracy
- Support to budgeting
- Writing and/or revision of proposals
- Internal arrangements with UB government bodies
- In case of projects coordinated by the UB, attending to specific meetings

METHODS FOR SUPPORT:

- Dissemination of information
- Assign one specific technician for the proposal preparation
- Permanent email and phone contact
- Individual meetings whenever necessary
- Assign one specific technician for the project management
- Attending to kick-off and follow-up meetings if necessary



2.3. Ways of recruiting excellent researchers (equal opportunity measures, especially for women)

In the current context, the UB has a very poor capacity to recruit researchers by itself, but the Catalan Government has a foundation called ICREA (Catalan Institution for Research and Advanced Studies) which is in charge of recruiting excellent researchers abroad.

Those researchers, once recruited, are then assigned to a research institution (University, Research Center, etc.), and they develop their work inside this “host institution”, even though they are paid by ICREA.

Related to the equally opportunity measures, the UB has gained the European Commission's “HR excellence in research” badge. That means that the UB follows the “Human Resources Strategy for Researchers” recommendations established by the EC, which include items such gender equality.



2.4. League of European Research Universities

League of European Research Universities

23 leading universities pushing the frontiers of innovative research

LERU is a network of 23 leading research-intensive universities based in 12 countries around Europe.

Through membership in the network (upon invitation), LERU universities can influence national agendas and improve their expertise through mutual learning and exchange of best practices.

The logo consists of the letters L, E, R, and U arranged in a 2x2 grid. The top row contains 'L' and 'E', and the bottom row contains 'R' and 'U'. The 'R' is colored orange, while the other letters are grey.

UB is the only Spanish University member of LERU

2.5. Support of work conditions and benefits for academic staff (especially supporting childcare and women's workforce participation)

The work conditions and benefits for academic staff are those included in the Spanish and Catalan laws and UB by-laws.

The Spanish and the EC laws regulate the supporting childcare for all the employees.

Beyond that, the UB has a Gender Equality Unit which has developed at this moment the “II UNIVERSITY OF BARCELONA PLAN FOR EQUAL OPPORTUNITIES BETWEEN WOMEN AND MEN”. The objective of this plan is to implement positive actions that can eliminate gender discrimination in all parts of the UB.

II UNIVERSITY OF BARCELONA
PLAN FOR EQUAL
OPPORTUNITIES BETWEEN
WOMEN AND MEN

2.6. Some figures

► 7th Framework Programme (2007-2013)

- **Proposals:** over 900 (129 per year)
- **Funded projects:** 157 (UB leads 31)
- **Global funding:** 56 million € approx.

7 years:
CLOSED

► HORIZON 2020 (2014-2020)

- **Proposals:** 944 (210 per year)
- **Funded projects:** 102 (UB leads 22)
- **Global funding:** 42 million € approx.

4½ years:
RUNNING

of which 13 projects correspond to **European Research Council** grants (19,5 million €).