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STSM SCIENTIFIC REPORT

COST ACTION TN1302

Host institution: University of Ljubljana, IEDC School of Management in Bled

Period: 23/06/2014 to 27/06/2014

Reference code: COST-STSM-ECOST-STSM-TN1302-230614-044749

Title: From FP7 to Horizon 2020 - investigating best practices in research administration

SUMMARY

This proposal for COST STSM entitled *From FP7 to Horizon 2020 - investigating best practices in research administration* involves three higher education institutions - two in Slovenia: University of Ljubljana and IEDC-Bled School of Management and Kozminski University in Poland. The visit is aimed at investigating research project management models and knowledge transfer at University of Ljubljana and BLED School of Management and strengthen the existing collaboration between the involved institutions from Poland and Slovenia.

Special attention was paid to the evaluation of principles of supporting research and researchers in partner institutions (research office, research methodology, forming research teams, project management, communication between partners) as well as to the research projects both for business and science and implementation of projects in cooperation with companies.

PURPOSE OF STSM

The objective of this visit was to understand the success factors as well as barriers and enablers of participation in research and innovation in applying for international funding. Therefore, an emphasis will be put on participation of these institutions in the 7th Framework Programme and other international programs offering funding for research and innovation projects.



DESCRIPTION OF THE WORK CARRIED OUT DURING STSM

23.06.2014	Faculty of Economics. University of Ljubljana meeting with: <ul style="list-style-type: none">✓ Ms Tadeja Žabkar, Head of the Research Office✓ Ms Sandra Đurašević and Ms Martina Petan, Research Office✓ Prof. dr. Vesna Žabkar, Vice-Dean
24.06.2014	IEDC Bled School of Management – meeting with: <ul style="list-style-type: none">✓ Prof. Danica Purg, the President of BLED School of Management✓ Dr. Ian Sutherland, Deputy Dean for Research and Director of PhD Studies✓ Administration staff responsible for research administration CEEMAN – meeting with – <ul style="list-style-type: none">✓ prof. Milenko Gudic, Head of CEEMAN✓ Ms Olga Veligurska, Head of Projects
25.06.2014	National Day of Slovenia – Holiday (cultural activities – visit to Postojna Cave)
26.06.2014	University of Ljubljana – meeting with: Ms Tjaša Nabergoj and Ms Rebeka Lesjak, University Office for European Projects
27.06.2014	Faculty of Economics. University of Ljubljana meeting with: <ul style="list-style-type: none">✓ Ms Alma Elezović and Ms Tina Vujašković, International Relations Office✓ Ms Danijela Volijc, Director and Board Member at Confucius Institute Ljubljana✓ Ms Darja Saksida Bogataj, Project Manager at Confucius Institute Ljubljana✓ Ms Andreja Turman, Centre for Student and Career Services

CONTRIBUTION TO THE GOALS OF THE COST TARGET NETWORK

Keeping in mind the goals of the COST TARGET NETWORK, specifically BESTPRAC that aims at (among others):

- ✓ promoting a better and more consistent administration of transnational research projects,
- ✓ supporting excellence in research and raising the understanding of the importance of excellence administration of research projects



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- ✓ establishing connections between research projects administrators (including legal, administrative and financial staff in universities and other research institutions) in order to overcome their isolation, stimulate mobility and encourage professional development.
- ✓ strengthening the retention and recruitment of project administrators and emphasizing the need and importance of a profession that guarantees high quality support to S&T collaborative projects and networks across Europe.

It was agreed that Kozminski University and University of Ljubljana will investigate opportunities to develop a joint project. The project aims at research administrators from CEE countries that face similar difficulties and challenges, tightening collaboration between research administration of the partner institution in the region of CEE. The project and its idea is intended to be presented at the 3rd COST BESTPRAC meeting in September in Bratislava.

DESCRIPTION OF THE MAIN RESULTS

- Strong commitment for further development of research collaboration between Kozminski University and University of Ljubljana and IEDC School of Management in BLED (development consortia projects under Horizon 2020, starting with MSCA Individual Fellowships)
- Strong commitment to implement the following best practices of Research Office of University of Ljubljana at Kozminski University:
 - ✓ inviting foreign external experts and consultants to run training for research staff i.e. from Yellow Research or Hyperion;
 - ✓ further development of HR strategy for research staff of Kozminski University
 - ✓ applying for HR Excellence in Research Label awarded by the European Commission (the process is in progress)
 - ✓ introducing set of incentives for research staff to meet the challenge of international research projects (financial and organizational)
 - ✓ preparing internal instructions and handbooks on how to apply and manage EU projects at KU also with regard to financial management
 - ✓ better use of marketing in science
 - ✓ extending motivational mechanisms for research staff and PhD students (i.e. integration into various research networks by core faculty members, system for reducing the teaching load).



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- Introducing colleagues from the Research Office of FELU to key persons from IEDC School and tightening the collaboration between both institutions in regard to the field of management and economics.
- Exchange of practice and experiences with colleagues from International Office (invitation to join the existing mobility projects and seminars (i.e. ISEM that is organized among others by Kozminski University and Duale Hochschule Baden Württemberg Mannheim) and Centre for Student and Career Services at FELU. Sharing them with colleagues from respective departments of Kozminski University.

FUTURE COLLABORATION WITH MAIN HOST INSTITUTION

- Exchanging research staff portfolios between research offices of FELU and KU (for networking and better use of marketing in science for both institutions)
- Encouraging research staff to publish articles in FELU and KU journals (FELU: Economics and Business Review; KU – Master of Business Administration)
- Invitation addressed to the staff of International Relations Office for a partner's day that will be held from the 12th to the 14th September, 2014 in Ljubljana and Bled
- Invitation from the Director of Confucius Institute of Ljubljana addressed to the research staff of Kozminski University for a conference held in Confucius Institute in Krakow in autumn 2014 (the details will be provided by the UL partner)
- Developing a project investigating problems of research administrators from CEE countries that face similar difficulties and challenges, tightening collaboration between research administration of the partner institution in the region of CEE; Idea is intended to be presented at the 3rd COST BESTPRAC meeting in September in Bratislava

CONFIRMATION BY THE HOST INSTITUTION OF THE SUCCESSFUL EXECUTION OF THE STSM

(confirmation attached to the report)

OTHER COMMENTS (if any)

The visit was pretty comprehensive. Both hosting institutions were open and more than helpful in terms of organizing the visit, quality of meetings as well as their hospitality. Taking this opportunity I would kindly like to thank to the great staff of Research Office of FELU and University Office for European Projects at the University of Ljubljana as well as the authorities and management of IEDC School of Management in Bled and management of CEEMAN. Enclosed you will find the e-mails and feedback I received when the visit was completed.