



CONSORTIUM OF UNIVERSITIES FOR EVALUATION EDUCATION
CONSORTIUM DES UNIVERSITÉS POUR L'ENSEIGNEMENT DE L'ÉVALUATION

ANNUAL REPORT

2018-2019

Submitted by Marthe Hurteau, Chair
And Karen Lawson, Vice-Chair

This report was prepared
in consultation with the CUEE Executive
by Theresa Hunter Consulting
Victoria, British Columbia
September 2019

September, 2019

I am pleased to present with Karen Lawson the 7th Annual Report for the Consortium of Universities for Evaluation Education (CUEE) for the 2018-2019 fiscal year.

Over the past year, CUEE members undertook a number of initiatives, including

- Transitioning the CUEE Secretariat to Carleton University, in collaboration with École nationale d'administration publique (ÉNAP);
- Filling the CUEE Vice Chair position by Karen Lawson, University of Saskatchewan;
- Sponsorship of the second annual student initiative at the national CES conference called "My Project in 180 Seconds" (with \$1,000 cash award);
- Strengthening our relationships with CESEF by offering our contribution to activities, like providing the members of the jury that will select the winner of the grant;
- In collaboration with CESEF, exploration of new funding sources as partners of CES. For the first time, and in this perspective, the present CES president has invited CUEE to contribute to the development of CES strategic planning;
- Partnership Grant with the University of Alberta;
- Additional analysis of CES CE data;
- Promotion of CUEE through weekly CES bulletins and gray literature;
- Representation of CUEE as a member of the CES E-Institute Curriculum Advisory Board
- Exploration of the creation of a working group with CES
- Financial statements.

Considering that I will not request the renewal of my mandate, and that Stanley is retiring, CUEE members will have to replace these two positions. Karen has the generosity to continue in order to ensure a transition.

I take this opportunity to thank Stanley for his excellent work. I also want to thank Karen for her outstanding collaboration over the last year, as well as Theresa who has been a very good coach in my first year in office.

Sincerely,

Marthe Hurteau

Marthe Hurteau, Chair

CONTENTS

THIS YEAR'S ACHIEVEMENTS	1
1. Transition of the Secretariat.....	1
2. CUEE Vice Chair	1
3. Membership	1
4. My Project in 180 Seconds	1
5. Relationship with Partners	1
6. Partnership Grant	2
7. Promotion of CUEE	2
8. Representation of CUEE on e-Institute Board	2
9. Exploration of a Working Group	2
CUEE FINANCIAL REPORT – FISCAL YEAR 2018-2019	4
CONCLUSION	5
ANNEXE	6
Background.....	6
Goals.....	6
Objectives	6
Guiding Principles.....	6
Membership.....	7
Member Benefits	7
Governance.....	8
CUEE Executive 2018-2019	8
Secretariat	9
Members in 2018-2019	9
Meetings.....	10
Policies.....	10
Website.....	11
Financial Management and Accountability	11

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THIS YEAR'S ACHIEVEMENTS

The achievements listed in the introduction are developed and explained below.

1. Transition of the Secretariat

The transition took place last fall, and required some adjustments at various levels. Everything should be in order in the future.

As a reflection, members might question the need to maintain the administrative structure: either we generate more activities, or we reconsider it ?

2. CUEE Vice-Chair

Karen has been very effective in fulfilling her responsibility as Vice-Chair this year. She agrees to continue in this role to ensure the transition.

3. Membership

No new members this year.

4. My Project in 180 Seconds

We took into consideration CUEE members' comments concerning the first edition in Calgary, and improved the process. The organizing committee in Halifax helped us to plan the activity to ensure the success of the second edition.

Having recruited only three participants despite many reminders, we decided to cancel the activity. Needless to say, we were very disappointed and, it is difficult to assess the effect it had on CES.

5. Relationship with Partners

At the meeting held in Calgary, members raised the difficulty of obtaining funds from their university for membership in CUEE and, as a consequence, the need to find other sources of funding.

CESEF and CUEE share financial issues. Since both are stated as CES/SCE partners, the Chairs met to elaborate a common strategy and contact the CES President in order to discuss the financial issue and find a solution. The source of financing being the same, both Chairs agreed that we would no longer fund each other's activities, especially that CUEE now has its own competition at the CES/SCE national conference.

Naturally, this doesn't prevent us from providing mutual support. As a result, some CUEE members will act as evaluators in the next CESEF student competition.

As the Chair, I had several promising meetings during the past year with CES/SCE executive members. Some of the items brought up during the meetings were our needs, what we can offer and, the financing possibilities.

Since CES/SCE was undertaking their strategic planning, the President invited us to participate in order to take into consideration our needs and potential contributions in order to integrate them in the financial structure. She sent us the required documents, which were forwarded to members. Karen and I asked for input, and made several reminders.

We decided to put this item on the agenda of the Halifax meeting. Members were invited several times to send us their ideas, points of view, and so on. As we did not receive any material, the item was removed from the agenda.

6. Partnership Grant

CUEE provided a Letter of Engagement for the Partnership Grant titled "Evaluation Capacity Network: Collaborating for Community Driven and Culturally Relevant Early Childhood Practices, Programs, and Policies", led by Dr. Rebecca Gokiart and her team at the University of Alberta.

Our participation is requested, and we should appoint a member to follow up.

7. Promotion of CUEE

CES/SCE members were invited through weekly CES/SCE bulletins, and we made sure to update it with the information provided by members.

8. Representation of CUEE on e-Institute Board

Karen officially represented CUEE on e-Institute Board. There are several issues and if our contribution is requested, several steps must be taken because e-institute business mode is not compatible with the commitments that bind us to our respective institutions.

9. Exploration of a Working Group

CES Working Group, exploring future directions academic training and professional development will be struck. This working group will be associated with the Professional Learning Committee (PLC), with the CES Vice President acting as chair. The CES Chair of this working group will then collaborate with current CUEE co-chairs to develop terms of reference for the working group, which will then be brought forward to the CES Board from approval. Members in attendance at the meeting in Halifax and this videoconference expressed support for this working group. CUEE members interested in being part of the working group to date are: Marthe Hurteau, Karen Lawson, Jim McDavid, Wendy Rowe, Kelly Skinner, and

Stanley Varnhagen. Any other CUEE interested in taking part are asked to contact Marthe and Karen. The members sitting on this working group will report back to the broader CUEE membership, and solicit feedback from the broader CUEE membership for discussion within the working group.

CUEE FINANCIAL REPORT – FISCAL YEAR 2018-2019

(September 1 – August 31)

Opening Balance **\$ 18,129.35**

Revenue

CUEE Membership Fees (Sept 2018-Aug 2019)

Carleton University	0.00
École nationale d'administration publique	0.00
Ryerson University	0.00
University of Alberta	0.00
University of the Fraser Valley	0.00
Université Laval	0.00
University of Ottawa	0.00
Université du Québec à Montréal	0.00
University of Saskatchewan	0.00
Royal Roads University	0.00
University of Victoria	0.00
University of Waterloo	0.00
University of Manitoba	0.00

Total Revenue **\$0.00**

Expenses

Salaries & benefits
Website maintenance
Student award, "My 180 Second Project"
Mail / courier
Teleconference
Printing / photocopying

Total Expenditures **\$0.00**

CUEE Year-end Balance **\$18,129.35**

CONCLUSION

As the Chair, it has been my privilege to serve CUEE over the past two years and I wish the new executive good luck.

We must now vote to replace the outgoing members, the Chair and the secretary.

At last, as a posthumous post, I suggest a strategic planning meeting that could be held in November to review: the mission, directions, projects, sources of funding, etc. for CUEE. The required administrative structure could also be on the agenda.

ANNEXE

Background

The Consortium of Universities for Evaluation Education (CUEE) was established in 2008 as a voluntary, collaborative partnership among universities, government and the Canadian Evaluation Society.

Goals

CUEE aims to increase access to high quality, graduate-level education in evaluation that enables its graduates to acquire the required competencies to practise as evaluators and eventually to meet the academic requirements for a Credentialed Evaluator (CE) designation, awarded by the Canadian Evaluation Society (CES).

CUEE also aims to facilitate opportunities for faculty members to communicate, share resources and collaborate on research and publications that may involve students, and are geared toward enhancing the theory and practice of the evaluation field.

Objectives

The Consortium of Universities for Evaluation Education aims to:

- enhance access to high quality graduate-level instruction in evaluation;
- contribute to the increase in qualified evaluators in Canada by enabling its graduates to acquire the required competencies to meet the academic requirements for a Credentialed Evaluator (CE) designation.
- support the development of graduate-level instruction in evaluation by sharing course syllabi, proposals for credentials and other curricula materials among members;
- support collaborations in developing joint course materials;
- develop research initiatives and academic publications involving CUEE faculty members and students;
- provide authoritative input on matters concerning program evaluation.
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Guiding Principles

The Consortium of Universities for Evaluation Education is committed to :

- respecting evaluation as an interdisciplinary domain of inquiry
- valuing the diversity of information needs of the evaluation community and contexts for practice
- taking into consideration new trends regarding evaluation practices and contexts
- upholding the highest professional standards and ethics of professional practice in the field
- providing pre-service and in-service professional development for evaluation practitioners that is informed by contemporary theory and professional practice
- ensuring shared access to programs and courses among Consortium members

- respecting Consortium members' interests and autonomy.

Membership

CUEE members include representatives of Canadian universities that share an interest in developing and offering evaluation-related graduate courses and credentials.

Membership is by institution and several universities have more than one program or academic unit represented. Each institutional member has one vote and up to two persons may attend regular meetings.

Member Benefits

Increased Visibility

- CUEE's bilingual website features member institutions' evaluation courses and programs.
- CUEE is recognized as the leading authority on Canadian graduate evaluation education.
- CUEE involvement in various CES/SCE activities.

Enhanced Education

- Members have the opportunity to share course materials and to collaborate on developing and delivering competency-based graduate-level evaluation courses, credentials and professional development.
- Members collaborate to strengthen their various graduate-level courses and programs and support the development of other credentials, including through online delivery.

Collaboration

- Access to a members-only web portal supports information-sharing, including a repository of course syllabi, program proposals and related materials as a dynamic member resource.
- The Portal also provides a platform for collaborating on cutting-edge research on evaluation education.
- CUEE has partnerships with various stakeholders, including the Canadian Evaluation Society (CES/SCE), the Canadian Evaluation Society Educational Fund (CESEF), the Centre of Excellence for Evaluation in the Treasury Board of Canada Secretariat (TBS), provincial and territorial governments and others, that support joint training and projects in evaluation.
- Networking among professors engaged in teaching evaluation that allows the emergence of collaborations (e.g. research projects, articles, etc.).
- The University of Victoria and Carleton University collaborated in 2015-2016, to develop and deliver a Certificate in Evaluation programs for the Government of the North West Territories. This is a very successful example of the types of collaborations made possible through CUEE.

Governance

CUEE Council is the principal decision-making body and includes participants from all member universities. The Council also serves (through the Secretariat) as a strategic information and planning body, making it possible for members to inform each other of plans and key decisions and take advantage of opportunities to shape and align the Consortium with emerging professional and government evaluation-related priorities.

CUEE Chair and Vice-Chair lead all meetings of the Consortium Council and work with the Secretariat to communicate with members about issues and initiatives that fulfill CUEE's goals.

CUEE Secretariat facilitates the day-to-day operations of the Consortium including ongoing communication and liaising with members.

CUEE Executive 2018-2019

Chair

Dr. Marthe Hurteau
Université du Québec à Montréal
École des sciences de la gestion
Case postale 8888, succursale Centre-ville
Montréal QC, H3C 3P8
hurteau.marthe@uqam.ca

Vice-Chair

Dr. Karen Lawson
Department of Psychology
University of Saskatchewan
9 Campus Drive
Saskatoon, Saskatchewan S7N 5A5
karen.lawson@usask.ca

Past Chair

Dr. Kelly McShane
Department of Psychology
Ryerson University
350 Victoria Street
Toronto ON, M5B 2K3
kmcshane@psych.ryerson.ca

Treasurer

Dr. Stanley Varnhagen
Community-University Partnership (CUP)
Faculty of Extension
University of Alberta
10230 – Jasper Avenue
Edmonton AB, T5J 4P6
sv1@ualberta.ca

Secretariat

Dr. Robert Shepherd
CUEE Secretariat
c/o School of Public Policy and Administration
Carleton University
1125 Colonel By Drive, 5126RB
Ottawa, ON K1S 5B6
ian.bron@carleton.ca

Secretariat

In the fall of 2018, the CUEE Secretariat moved from the University of Victoria, School of Public Administration, to Carleton University, School of Public Policy and Administration, in collaboration with École nationale d'administration publique (ÉNAP). Dr. Robert Shepard (Carleton) and Dr. Isabelle Bourgeois (ÉNAP) are serving as the Secretariat, assisted by Ian Bron. Both members have been actively involved with CUEE for many years. Rob Shepherd was a founding member and Chair of CUEE from 2008-2015. Isabelle Bourgeois was Vice-Chair of CUEE in FY 2016-17. Collaboration between two strong member-institutions will ensure the ongoing, competent administration of CUEE, with enhanced bilingual capacity.

The Secretariat facilitates the day-to-day operations of the Consortium, including:

- ongoing communication and liaising with its members;
- obtaining information from all participating institutions about the rules that pertain to admission, coursework, residency, and related issues;
- acquiring and maintaining an up-to-date working repository of documents (e.g. course syllabi, university regulations, admission procedures, residency requirements in “home” institutions) that is accessible to Consortium members;
- preparing draft reports for review and approval of members;
- reporting to the Consortium Council regarding CUEE activities and finances via an Annual Report.
- identifying and disseminating best practices;
- organizing meetings of the Consortium;
- maintaining the public CUEE website and members-only Portal;
- confirming annual memberships;
- contributing to the recruitment of new members;
- managing CUEE finances and collecting annual membership dues;
- coordinating elections of Executive members.

Members in 2018-2019

In fiscal year 2018-2019, CUEE had the following members:

- Carleton University, School of Public Policy and Administration, Faculty of Public Affairs
- École nationale d'administration publique (ÉNAP)
- Ryerson University, Department of Psychology

- University of Alberta, Department of Educational Psychology, Faculty of Education; Department of Commerce, Alberta School of Business; Public Sector Health, Faculty of Rehabilitation Medicine; and Faculty of Extension
- University of the Fraser Valley, School of Graduate Studies
- Université Laval, Département de médecine sociale et préventive, Faculté de médecine
- University of Ottawa, Faculty of Education and School of Psychology, Faculty of Social Sciences
- Université du Québec à Montréal, École des sciences de la gestion
- University of Saskatchewan, Applied Social Psychology, Department of Psychology
- Royal Roads University, School of Leadership Studies
- University of Victoria, School of Public Administration, Faculty of Human and Social Development
- University of Waterloo, School of Public Health and Health Systems, Faculty of Applied Health Sciences
- University of Manitoba, Max Rady College of Medicine, Rady Faculty of Health Sciences, Department of Community Health Sciences
- Canadian Evaluation Society (ex officio)
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Meetings

The following meetings were held during the 2018-2019 fiscal year:

- September 24, 2018– AGM (teleconference) – summary notes distributed;
- May 27, 2019 (face-to-face in Halifax NS) – No summary notes
- Meeting in June – summary included

Policies

In January 2011, the CUEE formally adopted a Governance Policy, a Membership Policy, and a preliminary Framework for Collaboration on Shared Inter-university Graduate Evaluation Education Courses. The Governance Policy was revised in 2014 to incorporate changes to the leadership structure of a Chair and Vice-Chair and to add the Treasurer and Past-Chair positions to the Executive Council. CUEE Policies are available on the CUEE website and upon request.

Governance Policy

The CUEE Governance Policy is available at: http://evaluationeducation.ca/wp-content/uploads/2018/07/CUEE_Governance_Policy_Revised_Nov2015.pdf

Membership Policy

The CUEE Membership Policy is available at: http://evaluationeducation.ca/wp-content/uploads/2018/07/CUEE_Membership_Policy.pdf

Website

The CUEE launched its first website in the summer of 2010, and it was available to the public in both official languages. An inventory of courses and credential programs offered by CUEE members was made available on the CUEE website in 2012. This inventory is updated annually by the CUEE Secretariat, with the input of members.

In FY 2018-19, a new, visually appealing website was developed and includes a members-only section that enables information-sharing and collaboration.

Updates to the website are ongoing. Members are encouraged to contribute to the “Projects and Reports” (including publications) and “News and Events” sections of the website.

Financial Management and Accountability

The CUEE Secretariat is responsible for receiving, maintaining, dispersing and accounting all CUEE finances and is accountable to the Consortium Council regarding CUEE finances.

The annual budget is developed by the Consortium Council Treasurer and Secretariat, with input from the Chair. The budget is submitted to the Consortium Council for approval each year. The CUEE fiscal year coincides with the academic fiscal year and runs from September 1 to August 31.

Membership fees for fiscal year 2018-2019 were \$0 per institution. It is anticipated that a nominal membership fee will be charged in the next fiscal year to support CUEE activities, until such time that additional funds are needed from members. At the meeting in May 2018, members stressed the importance of exploring new avenues of funding for CUEE and actions were taken in this direction.

Historically, CUEE membership fees have been:

2008-09	\$2,500
2009-10	\$2,000
2010-11	\$2,000
2011-12	\$2,000
2012-13	\$0
2013-14	\$750
2014-15	\$750
2015-16	\$400
2016-17	\$0
2017-18	\$0

Financial reports from all previous fiscal years are available upon request.