



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

# ANNUAL REPORT

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2014-2015

This report was prepared  
in consultation with the CUEE Executive, by  
The CUEE Secretariat  
School of Public Administration  
University of Victoria  
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25 September, 2015

We are pleased to present the third Annual Report for the Consortium of Universities for Evaluation Education (CUEE) for the 2014-2015 fiscal year.

This year was another busy year for the Consortium. It continued to push in various directions to build on its core programs. First, our member institutions strengthened its commitment to supporting academic programs at the graduate level. The Student Accessibility Project is still seen as the impetus for inter-university cooperation. Some members worked informally to enhance their own programs by accessing the experience of members. For example, the Johnson-Shoyama School of Public Policy worked with a few members on enhancing their own offerings in evaluation. Course materials were shared to spark a regionally based program in the public policy area in Saskatchewan. Although such conversations have been informal, there is a shared understanding to advance graduate programs where there is a demand.

Second, the CUEE continued its efforts this year to advance professional development training as a key contribution to improving the Canadian evaluation community. Efforts to build an evaluation certificate for the federal government stalled somewhat, but a commitment remains to work with partners such as the CES to move this effort along. This year the GNWT Certificate in Evaluation jointly delivered by the University of Victoria and Carleton University was launched successfully. This degree program is the first of its kind, and owes its success to the networks built as a result of CUEE relationships. It is hoped, and anticipated, that greater collaboration of this nature can be built among member institutions.

Third, members continue to want greater collaboration in cutting-edge evaluation research. Although most projects have been informal to date, there is a willingness to pursue more formal research ties as relationships strengthen and grow. The advantage of several disciplines becoming members of the CUEE is that each institution is able to draw on the strengths of others with expertise in particular areas of inquiry. A few projects are underway that would see CUEE wide research projects in the coming year.

This year, our membership has increased again, and we hope to see a few more institutions join our ranks soon. This year, we welcome the University of Guelph, Ryerson University and the Canadian Evaluation Society (ex officio) to the CUEE fold.

Lastly, the executive committee of the CUEE will change this year. We wish the new executive every success in expanding on the good work of the last executive committee.

*Robert P. Shepherd*  
Robert P. Shepherd, Chair

*Kelly McShane*  
Kelly McShane, Vice-Chair

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## **CONSORTIUM OF UNIVERSITIES FOR EVALUATION EDUCATION (CUEE) ANNUAL REPORT FALL 2015**

### **BACKGROUND**

The Consortium of Universities for Evaluation Education (CUEE) is a collaborative partnership among universities, government and the Canadian Evaluation Society for the purpose of building capacity in graduate-level education and training in Canada. CUEE is a voluntary association of institutions and programs dedicated to expanding graduate level opportunities for evaluation education and training across Canada. CUEE was created in 2008 as part of a multi-organizational strategy to increase opportunities for current and prospective evaluation professionals to acquire the knowledge and skills required to become evaluation practitioners. The Canadian Evaluation Society implemented the Credentialed Evaluator designation in 2010, which includes a requirement for education and training that can be satisfied by successfully completing a graduate-level credential in evaluation.

Le Consortium des universités pour l'enseignement de l'évaluation (CUEE) est le fruit d'une collaboration entre les universités, le gouvernement et la Société canadienne d'évaluation qui a pour but de renforcer, dans le cadre de programmes universitaires offerts au Canada, les capacités professionnelles dans le domaine de l'évaluation. Cette association bénévole d'institutions et de directions de programmes se consacre à accroître les possibilités d'études supérieures et de formation au Canada dans le domaine de l'évaluation. Créé en 2008, le Consortium découle d'une stratégie multi-organisationnelle visant à accroître les possibilités d'emploi des professionnels de l'évaluation actuels et potentiels en leur permettant d'acquérir les connaissances et les compétences liées à l'exercice de leur profession. En 2010 la Société canadienne d'évaluation a mis en place un programme d'évaluation des titres aux termes duquel la désignation d'évaluateur accrédité est assortie d'une exigence de scolarité et de formation qui peut être satisfaite en obtenant un diplôme universitaire en évaluation.

### **OBJECTIVES**

The CUEE aims to:

- increase the number of qualified evaluators in Canada by providing graduate education opportunities;
- offer credential programs for evaluators wanting to obtain the Canadian Evaluation Society's Credentialed Evaluator designation;
- build capacity among Canadian academic institutions to develop and offer advanced education/training for professional evaluators;
- enhance students' access to high quality graduate level instruction in evaluation;
- support the development of graduate certificate and degree programs in evaluation by sharing course syllabi, proposals for credentials and other materials.

## **GUIDING PRINCIPLES**

The CUEE is committed to:

- increasing access to quality graduate level instruction in evaluation through a mix of in-person course offerings and distance delivery mechanisms;
- providing pre-service and in-service professional development for evaluation practitioners that is informed by contemporary theory and professional practice;
- upholding the highest professional standards and ethics of professional practice in the field;
- respecting evaluation as an interdisciplinary domain of inquiry;
- valuing the diversity of information needs of the evaluation community and contexts for practice;
- respecting Consortium members' interests and autonomy in developing their own courses and credential programs;
- responding to market trends and opportunities in government, voluntary, private and other sectors.

## **POLICIES**

In January 2011, the CUEE formally adopted a Governance Policy, a Membership Policy, and a preliminary Framework for Collaboration on Shared Interuniversity 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 a Treasurer position to the Executive Council. (CUEE Policies are available on the CUEE website and upon request.)

## **GOVERNANCE**

The Consortium Council is the principal decision-making body of the CUEE. One member from each participating academic institution in good standing is on the Council. Institutional representation on the Consortium Council is for a minimum of one year. Each institution, regardless of the number of programs or academic units involved, has one vote and a maximum of two persons per institution can attend Council meetings (face-to-face or teleconference). The Treasury Board of Canada Secretariat and the Canadian Evaluation Society may each be represented by one member on the Council as *ex officio* (non-voting) members.

The Consortium Council is the strategic information and planning body (through the Secretariat), making it possible for members to inform each other of plans and key decisions, to take advantage of opportunities to coordinate CUEE member activities and initiatives, and to shape and align CUEE with emerging government and evaluation-related priorities.

The Consortium Council has a Chair and Vice-Chair of two elected members from among the active participating members of the CUEE Consortium Council. From 2010 to 2014, Dr. Robert Shepherd, Carleton University and Dr. Karen Lawson, University of Saskatchewan were Co-Chairs of the Consortium Council (two terms). Since September 2014, Dr. Robert Shepherd has been Chair. Since February 2015, Dr. Kelly McShane, Ryerson University has been Vice-Chair. To date, the Treasurer position has not been filled.

## **SECRETARIAT**

The CUEE Secretariat facilitates the day-to-day operations of the Consortium and is accountable to the Consortium Council. Since 2009, the CUEE Secretariat has been located at the University of Victoria, School of Public Administration. Dr. Jim McDavid has served as the head of the CUEE Secretariat since 2009, assisted by Theresa Hunter (PhDc).

## **MEMBERSHIP**

The CUEE members include Canadian chartered universities with an interest in developing and offering graduate-level evaluation-related courses and credentials. The Canadian Evaluation Society is an *ex officio* members of CUEE.

Each participating institution (programs or academic units or consortia of academic units) appoints one primary contact person and one alternate, who serve as the principal participant and liaison with the Consortium Council. Both programs and academic units within universities may participate as members, not the universities as a whole. For some institutions, partnerships between two or more academic units (departments, schools or faculties) are represented by a CUEE participant.

In 2014-2015, CUEE had the following members:

- Carleton University, School of Public Policy and Administration, Faculty of Public Affairs
- Dalhousie University, School of Public Administration, Faculty of Management
- École nationale d'administration publique (ÉNAP)
- Royal Roads University, School of Leadership Studies
- Ryerson University, Department of Psychology
- University of Alberta, Centre for Research in Applied Measurement, and Evaluation and Learning Solutions, Faculty of Extension
- University of Guelph, School of Environmental Design and Rural Development
- Université Laval, Département de médecine sociale et preventive, Faculté de médecine
- University of Ottawa, Faculty of Education and School of Psychology, Faculty of Social Sciences

- Université du Québec à Montréal, Département d'éducation et pédagogie
- University of Saskatchewan, Department of Psychology
- 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
- Canadian Evaluation Society (ex officio)

## **MEETINGS**

The following Meetings were held during the 2014-2015 fiscal year:

- February 3, 2015 (teleconference) – summary notes distributed.
- April 30, 2015 (teleconference) – summary notes distributed.

## **WEBSITE**

The CUEE launched a website in the Summer of 2010. It is hosted and updated by the CUEE Secretariat: <http://www.evaluationeducation.ca/index.html>

An inventory of the courses and credential programs offered by CUEE members was made available on the CUEE website in 2012. This inventory is updated annually with the input of members.

Updates to “News and Events” are ongoing. The main website page is in both official languages. All CUEE website pages and related documents (including policies) are in the process of being translated into French and will be posted on the website in the fall / winter of 2015.

## **PROJECTS**

The following projects have been a major focus of the CUEE Secretariat and CUEE members:

### **Professional Development**

#### **i. Treasury Board Secretariat of Canada (TBS) Training for Federal Evaluators**

The Training for Federal Evaluators project was placed on hold this year given recent cuts to staff, and new programs. However, efforts remain underway to continue with this effort, as there continues to be widespread support for a program of this nature from Heads of Evaluation. Discussions will continue into the new year on this initiative that will gauge the capacity, willingness and support of the CUEE and its member institutions to work alongside TBS. Although the CUEE’s role will shift to something more modest, it is expected that several members will be invited to participate.

## **ii. Government of the Northwest Territories (GNWT) Certificate in Evaluation**

The University of Victoria (Jim McDavid), and Carleton University (Robert Shepherd) have taken the lead on building a new evaluation certificate tailored to the needs of the Government of the Northwest Territories. It is a four-course, one-year program that began accepting applications in September 2014. Courses began in January 2015, with approximately 25-30 students accepted in the first year. Jim and Rob have completed teaching the first course. The second course will begin in the Fall of 2015, the third course will be offered in January 2016, and the final course will be offered in the Fall of 2016. Participants in the certificate will be expected to work on actual evaluation projects across the courses in the program as a key feature of the program. Students will receive a joint certificate from both universities. The program runs from January 2015 to December 2016.

The GNWT has indicated interest in another iteration of the program that would start in Fall 2017. Carleton would take the lead in that offering.

## **Student Accessibility Project**

The Student Accessibility Project is intended to increase opportunities for students in courses and programs of CUEE members to access graduate courses at other CUEE institutions.

This project is an opportunity to work across institutions to identify the institutional structures, rules and procedures regarding course transfers for both “domestic” students and for “visiting” students from other CUEE member programs. In addition, the project will identify the evaluation courses available (over the next two years), when they will be offered, whether they will be offered face-to-face, online or as hybrid courses, and the number of spaces available for visiting students.

A table of equivalencies among CUEE members’ courses has been posted on the CUEE website to enable students to see which courses being offered in CUEE-related programs are equivalent to courses in their domestic programs.

The CUEE Secretariat will maintain an up-to-date list of courses being taught among CUEE member programs, their capacities for accepting visiting students and the procedures that need to be followed to secure permission(s) to take those courses. Information regarding transfer rules and procedures, as well as courses available for transfer will be updated on the CUEE website.

## **CUEE involvement in the CES 2015 Conference**

### **i. CUEE Exhibitor Table.**

CUEE hosted an exhibitor table at the CES 2015 conference. A CUEE banner and brochure were created for this even and members were invited to bring or sent their program brochures to display at the table. Members volunteered at the table during breaks and lunches and discussed CUEE activities and their programs with delegates.

## Government Executive Magazine

CUEE Members continued to contribute articles to Canadian Government Executive Magazine. Topics ranged from those of interest to the Consortium and other areas of interest to members, such as coordinated evaluation training and improved evaluation capacity. The following articles authored by CUEE members were published in 2014-2015:

May 25, 2015, Vol 21(5). "[Realist evaluation: Assessing national programs in unique communities](#)" by Kelly McShane, Sofia Puente-Duran and Fiona C. Thomas.

January 30, 2015, Vol 21(1). "[Reaching organizational goals through improved evaluation capacity](#)" by Isabelle Bourgeois and J. Bradley Cousins.

November 28, 2014, Vol 20(9). "[Of the essence: Coordinated training for government evaluators](#)" by Robert P. Shepherd.

September 25, 2014, Vol 20(7). "[Student research: Impressive and making a difference](#)" by Robert P. Shepherd.

An article by Gail Barrington will appear in the October 2015 issue of the magazine. CUEE members will contribute two additional articles by the end of 2015 (deadlines are end of October and end of December). If we have more articles to propose, they will be published in early 2016.

This endeavour has become a regular part of the CUEE core program. It is a way for members to share their research or other projects with the wider public sector. We have committed once again to deliver articles for the 2015-2016 publication year.

## **FINANCIAL MANAGEMENT AND ACCOUNTABILITY**

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

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

Membership fees were charged for fiscal year 2014-2015 in the amount of \$750 per institution. It is anticipated that membership fees for the next fiscal year will remain the same until such time that additional funds are needed from members.

Financial reports from previous fiscal years, including: 2008-2009, 2009-2010, 2010-11, 2011-2012, 2012-2013, and 2013-14 are available upon request.

## FINANCIAL REPORT – FISCAL YEAR 2014-2015

(September 1 – August 31)

**Opening Balance** **\$62,789.26**

### Revenue

#### **CUEE Memberships (Sept 2014-Aug 2015)**

Carleton University	750.00
Dalhousie University	750.00
École nationale d'administration publique	750.00
Ryerson University	750.00
Royal Roads University	750.00
University of Alberta	750.00
University of Guelph	750.00
Université Laval	750.00
University of Ottawa	750.00
Université du Québec à Montréal	750.00
University of Saskatchewan	750.00
University of Victoria	750.00
University of Waterloo	750.00

PPX bursary for student travel to PPX Symposium 6,000.00

**Total Revenue** **\$15,750.00**

### Expenses

Salaries (Theresa Hunter)	10,374.58
PPX funds paid out for student travel	1,807.11
Standard Exhibit Table at CES Conference	814.87
Bronze Partnership for PPX Symposium	584.65
Printing various conference materials	435.69
Mail charges for Conference materials	70.53
Teleconference calls	170.41
CC commission – one dues invoice paid with MasterCard	56.25
Photocopying	26.03

**Total Expenses** **\$14,340.12**

**Year-end Balance** **\$64,199.14**

## TENTATIVE PLANS FOR 2015-2016

There are several core initiatives underway that will continue into the next fiscal year.

1. **Partnerships between Universities.** As mentioned in the opening letter, efforts will continue to build bridges between member institutions to strengthen degree programs. As the CUEE website is improved, it is anticipated that this will become a vehicle for sharing course materials, learning objects, and other relevant information so that it becomes a dynamic resource for members. We are working on a “members only area” where such materials can be accessed. Likewise, the site can also be used as a portal to build research projects, or post important academic research to support ongoing projects between members.
2. **Professional Development.** It is anticipated that the TBS Certificate in Evaluation will continue with efforts to build and maintain a credential for federal evaluators. Discussions are underway again in the Fall of 2015 to work with the CUEE on this important project.
3. **Publications.** The Canadian Journal of Program Evaluation has expressed the desire to have the CUEE prepare a special edition on the contributions of member institutions to research on evaluation. Contributions could include: evaluation research, research on evaluation; and pedagogy and evaluation. These discussions between members and the journal will get underway in the fall of 2015.
4. **Student Training and Support.** We will explore resuming the Student Panel at the CES conference for 2016. We will provide financial support to students, as well as provide the review for the submissions.