

MEMBERSHIP POLICY

1. Purpose

The purpose of this policy is to define the terms and procedures for establishing and maintaining membership in the Consortium of Universities for Evaluation Education (CUEE) and to specify the expectations and intended benefits for CUEE members. The CUEE is intended to connect four key stakeholders: universities, governments, non-profits and the professional society (Canadian Evaluation Society), in a partnership to develop capacity in Canada to offer graduate education (courses and credentials) for prospective and current evaluation practitioners.

2. Background

The CUEE is a voluntary association of institutions and programs that is 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 credentialed evaluation practitioners.

Among the principles that undergird the CUEE are improving the theory and practice of evaluation through teaching and learning opportunities. One way to realize this goal is through improving the accessibility of graduate education opportunities to current and prospective evaluation practitioners in Canada.

The Canadian Evaluation Society has implemented a program to credential evaluators. The Credentialed Evaluator designation includes a requirement for education and training that can be satisfied by successfully completing a graduate-level credential in evaluation.

3. Membership

CUEE members shall include Canadian chartered universities or university colleges with an interest in developing and offering graduate level evaluation-related courses and credentials. Treasury Board of Canada and the Canadian Evaluation Society shall be ex officio members of CUEE.

Each participating institution (programs or academic units or consortia of academic units) shall appoint one primary contact person and one alternate, who will serve as the principal participant and liaison with the Consortium Secretariat, the Consortium Council and the Operations Committee (see Governance Policy). Minimum terms for serving as a representative or alternate is one year. It is expected that programs or academic units within universities will be participating members. For example, the Department of Psychology at the University of Saskatchewan would be a participant, not the University of Saskatchewan as whole. For some institutions, partnerships between two or more academic units (departments, schools or faculties) will be represented by a CUEE participant.

4. Annual Dues

Membership in CUEE is renewable annually. Each September, the CUEE Secretariat will contact existing members to solicit their interest in renewing their membership. Annual membership dues will be 2,000 dollars per institution in fiscal year 2010-11 (September 1 – August 31). Annual membership dues will be established in conjunction with preparing the annual budget for the Consortium (see the Governance Policy).

5. Expanding Membership in the Consortium

At the same time that a call for interest in renewing existing memberships is made, the CUEE Secretariat will contact other institutions/programs to solicit their interest in becoming new members of CUEE. This call will be made to institutions/programs that have indicated an interest in CUEE or have been included in the inventory of graduate courses and programs in evaluation that was first conducted in 2009. Given the changing nature of evaluation courses and programs, the inventory will be updated annually.

All CUEE members are encouraged to share information about CUEE with colleagues at their home institutions and at other institutions. New memberships in the CUEE may be promoted by referral to the CUEE website for information, and to the CUEE Secretariat for additional information and to obtain membership.

Other recruitment and informational materials, such as a regular newsletter and print brochures may be developed by the Secretariat and distributed to the CUEE members for dissemination.

6. Expectations for Members of CUEE

Membership in CUEE implies a commitment to the principles and practices that guide this Consortium:

- Committed to increasing access to quality graduate level instruction in evaluation through a mix of in-person course offerings and internet-based (or distance mode) delivery mechanisms;
- Committed to pre-service and in-service professional development (as resources permit) for evaluation practitioners informed by contemporary theory and professional practice;
- Committed to shared access to programs and courses among Consortium members, subject to institutional resources;
- Committed to being student-focused;
- Committed to maintaining high academic standards as defined within respective provincial jurisdictions;
- Respectful of the highest professional standards and ethics of professional practice in the field (e.g., Joint Committee Standards for Program Evaluation);
- Respectful of evaluation as an interdisciplinary domain of inquiry;
- Respectful of diversity of information needs of the evaluation community and contexts for practice;
- Respectful of member university interests and autonomy;
- Respectful of market trends and demands in government, voluntary, private and other sectors with interest in evaluation.

CUEE members are invited to cooperate and collaborate to offer increased access to graduate level courses and credentials. Member institutions are encouraged to share course syllabi, program proposals, and other materials that make it possible for Consortium members to learn about existing and proposed evaluation-related educational opportunities and position their own initiatives so that they complement existing courses and programs. Members are also encouraged to collaborate on the development and delivery of courses (and course modules), and credentials.

The founding members of CUEE agreed to create the Consortium to realize the benefits from information-sharing and collaboration. New members of the Consortium are expected to uphold the original intent.

7. Benefits from Membership

CUEE is a unique organization – no other country has successfully created and sustained a voluntary association of post-secondary institutions to expand graduate-level evaluation courses and programs for current and prospective practitioners.

Membership in the Consortium confers visibility on evaluation programs and academic units, and because of the connection between the Consortium and the Canadian Evaluation Society (a founding partner with CUEE), more visibility on the students who graduate and then seek the Credentialed Evaluator designation from the Canadian Evaluation Society. CUEE is part of the CES strategy to expand opportunities to acquire graduate credentials in evaluation – a key part of becoming a Credentialed Evaluator.

The CUEE Secretariat (University of Victoria, School of Public Administration) hosts a website in both official languages that features member institutions' courses and programs and facilitates students' access to educational opportunities at the member institutions. This website confers on CUEE members international visibility.

CUEE members have exclusive access to the password-protected CUEE SharePoint . The CUEE SharePoint serves as a repository of contributed course syllabi, program proposals and other related materials, as well as a platform for information-sharing, collaboration and discussion among the CUEE members,

CUEE members will receive regular updates on the work of other universities, TBS and CES regarding evaluation-related issues.

The cross-Canada inventory of evaluation courses and programs will be updated at least annually and will be made available to all CUEE members. That document is intended to provide members with a summary of existing courses and programs to better position their own contributions to graduate level evaluation education.

Beginning in 2009-10, CUEE members are being invited to initiate discussions to facilitate transfers of courses from one member institution to another. In Western Canada, the Western Dean's Agreement can serve as an umbrella agreement to facilitate this process between institutions. Agreements between other programs/institutions will need to be negotiated bilaterally. The Secretariat will serve as a support for such initiatives, offering information, examples of worked-out bilateral agreements, and similar materials.

CUEE members are encouraged to develop their own graduate evaluation credentials so that they can become providers of graduate evaluation education, as well as recipients of courses taken by their students elsewhere. Given the importance of online graduate education, institutions are encouraged to offer at least some courses in that format. Institutions that have created or are currently offering online courses and programs will have opportunities to share their experiences on the member's only SharePoint regarding evaluation-related teaching and learning via distance education modalities.

The Consortium will collaborate with other stakeholders (Centre of Excellence for Evaluation in Treasury Board Canada, the Canadian Evaluation Society) as well as others to host projects (including contracts) that further the goal of increasing access to graduate evaluation education in Canada. Normally, these projects would be conducted by the Secretariat on behalf of CUEE.

Although CUEE is dedicated to improving the accessibility of graduate (credit) education opportunities in evaluation in Canada, membership offers opportunities to collaborate on non-credit professional development activities. Course modules and learning objects (for online or hybrid online/on campus courses) can be adapted to serve both credit and non-credit markets.

8. Amendments to the Membership Policy

The *Membership Policy* was established in January, 2011. The CUEE Secretariat will continue to monitor and revise the policy on a regular basis, ensuring that the CUEE's practices and procedures are kept current with acceptable standards, under the direction of the Operations Committee and the Consortium Council. The policy is reviewed by CUEE Operations Committee on an annual basis.

Any questions regarding this document may be directed to the CUEE Secretariat.

Approved by the CUEE Consortium Council in January, 2011.

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