

**CES ANNUAL GENERAL MEETING 2015**  
**Monday May 25, 2015**  
**12:00pm – 1:10pm**  
**Montréal, Québec**

**1. Call to Order and Appointment of the Secretary for the Meeting**

The President of the Canadian Evaluation Society (CES), Benoît Gauthier, welcomed everyone and opened the 2015 annual general meeting at 11:48am.

MOTION by Benoît to appoint Kayla Wright as the meeting secretary; seconded by Robert Chatwin. Motion carried.

**2. Approval of the Minutes of 2014 Annual General Meeting**

MOTION by Martha McGuire; Seconded by Linda Lee that the minutes of the 2014 AGM be approved as presented. Motion carried.

**3. Presentation of the Slate of Officers**

Benoît presented the slate of officers for 2015-2016 as follows:

|                                   |                 |
|-----------------------------------|-----------------|
| President                         | Benoît Gauthier |
| Vice President                    | Gail Barrington |
| Treasurer                         | Simon Roy       |
| Secretary                         | Robert Chatwin  |
| Chair, Communications & Marketing | Réanne Kinsella |
| Chair, Governance & Process       | Brenda Wedge    |
| Chair, Professional Learning      | Kate Woodman    |
| Past President                    | Larry Bremner   |

MOTION by Andy Rowe; Seconded by François Dumaine that the slate of officers for the 2015-2016 term be accepted as presented. Motion carried.

**4. Reports**

**4.1 Report of the President, Benoît Gauthier**

Benoît acknowledged the accomplishments of the Board and Committees and thanked each Chair and members for their hard work, noting that details are available in the 2014-2015 Annual Report which was circulated. He welcomed Rebecca Mellett, CES' new Executive Director. He summarized his priorities of the past year with an emphasis on member benefits:

- Increased training and service offerings;
- organizational management;

- advocacy and correspondence on raising evaluation issues with the Prime Minister; Minister of Department of Foreign Affairs, Trade and Development; Treasury Board Secretariat's Centre of Excellence for Evaluation;
- outreach and presentations across Canada with CES Chapters; Social Impact Analyst Association; internationally at the American Evaluation Association, the World Bank, and the Réseau francophone d'évaluation).

Benoît noted that the CES has embarked on a new Strategic Plan for 2015-2018 and emphasized the importance of member perspectives and ensuring Chapter-National collaboration. He invited members to contribute to planning through Chapter-level discussions, or online through the website, and to join a thematic breakfast on the draft Strategic Plan during the conference.

#### 4.2 Report of the Past President, Larry Bremner

Larry reported on his work to build evaluation partnerships internationally through his role on the International Organization for Cooperation in Evaluation and Eval Partners. He reported on the growing interest internationally in the professionalization of evaluation and believes that CES can play an important role in this discussion going forward. He mentioned that IOCE is currently updating its' Strategic Plan which will be provided to member organizations for input and feedback. There is a growing desire within IOCE to demonstrate its relevancy to member organizations.

He thanked the work of the CES International Working Group (Denise Belanger, Karen Rodrigue-Gervais, Marie Gervais, Joan Kruger, Jean-Serge Quesnell and Andy Rowe). Larry acknowledged the important roles of Brenda Stead on the Board of the Joint Committee on Standards for Educational Evaluation (JCSEE); Gail Vallance Barrington on the Board of the Consortium of Universities for Evaluation Education (CUEE); and Keiko Kuji-Shikatani on advancing the Thai Evaluation Network. He attended the IOCE and EvalPartners meetings in Dublin, Ireland in October 2014 one result from these meetings will be the launch the Global Parliamentarians Forum for Development Evaluation at the Parliament of Nepal in November 2015. Nepal will mark the end of the International Year of Evaluation and will set the 2016-2020 Global Agenda.

Having completed his first year as Past President, he thanked the CES Board and Benoît Gauthier and the members of the IOCE Board and EvalPartners Management Group for their support and patience. He also took the time to thank Lynn Burgess and Megram who have been a major support to him..

No questions were raised.

#### 4.3 Report of the Vice President, Janet Ivory

Janet reported progress on the Professional Designations Program (PDP), noting that each year has seen an increase in the number of Credentialed Evaluators (CE) since the program began in 2010, noting that the year of the fast track was an anomaly. Currently there are 286 CEs. With new PDP Service Standards which were adopted in 2014, Janet reported on program performance as measured against new service standards which were adopted in 2014 and which began in 2015. She highlighted that it now takes an average of 11 business days from assignment of a new CES application to a reviewer and onwards to a decision, which is better than the 15-day standard. It took an average of 25 business days from the day of a new CE application was submitted to the day

an applicant was notified of the decision, also exceeding the standard of 35 business days. A July launch is expected for the new online platform for CE maintenance and renewals.

Janet reported on the evaluation of the PDP, noting a good number of bids were received on the re-launch of the Request for Proposals and a decision will be announced soon.

Janet acknowledged the commitment of the Credentialing Board members who play a critical role by providing advice and support to the PDP. She also thanked Kayla Wright of the CES Secretariat for the administrative support to the day-to-day program operations.

No questions were raised.

#### 4.4 Report of the Governance and Process Committee, Brenda Wedge

Benoît introduced Brenda Wedge as the incoming Chair of the Committee, thanking outgoing Chair Amy Richmond in-absentia for her hard work. Brenda reported on progress over the past year to comply with anti-spam legislation, assisting with contracts and new Executive Director hiring process, updating CES policy suite and helping to manage risks. She thanked other members of the G&P Committee for their work.

No questions were raised.

#### 4.4 Report of the Communications & Marketing Committee, Réanne Kinsella

Réanne reported on the creation of a new website and Web Team, and progress on standardized branding of CES with new visual identity guidelines. She summarized the launch of new membership benefits packaged (Provalis Research; TD Home and Auto Insurance; National/Enterprise Car Rental) and the creation of an upgraded online membership system. She outlined the Board's decision to approve a new pilot for the CES-Ontario Chapter, following several years of developing a business case and analysis, to develop a membership category for new professionals who are recent graduates.

No questions were raised.

#### 4.5 Report of the Editor of the Canadian Journal of Program Evaluation, Robert Schwartz

Robert reported on progress in publishing on-time, announcing the release of the newest edition (30-1) is now available. He noted that a good amount of submissions continue to come in, thanks to exposure at evaluation conferences. He thanked the Social Sciences and Humanities Research Council and his editorial team. Robert highlighted some new innovations of the Journal including pre-publishing articles for Members and opening up an online discussion. He announced a brand new CJPE award for best article will be shared at the annual Awards Luncheon.

No questions were raised.

Benoît acknowledged Robert's efforts to improve publishing schedule.

#### 4.6 Report of the Professional Learning Committee, Kathy Gerber

Kathy reported on a productive year with the Essential Skills Series redesign having been completed and distributed to Chapters for implementation, and 7 webinars being held including 2 in French. Progress was made in developing intermediate-level training as a response to CES Member priorities. Phase I to design 7 courses is now complete and a call for proposal will soon be launched to develop course materials. Kathy announced the Board's decision to bring the online Evaluation Mentoring Canada (EMC) initiative into the CES fold; she thanked Jane Whynot, Lisa O'Reilly and James Coyle and other EMC volunteers for their excellent work in creating this mentoring platform.

No questions were raised.

#### **5. Report of the Treasurer, Simon Roy**

Simon presented the *Audited Financial Statements for the Year Ended June 30, 2014* as prepared by Nephin Winter Bingley, Chartered Professional Accountants; copies were made available. He reviewed the budget revenues and expenses, noting the positive revenues in the past year were due to the successful annual CES conference in Ottawa. He pointed out that notwithstanding a fluctuation of revenues year by year, the CES financial assets remain solid. Benoît explained the special projects that are budgeted for 2015-2016.

A new Chapter funding formula was announced, as approved by the Board of Directors, which will increase the amounts transferred back to smaller Chapters with a base amount of 1,000 plus an additional proportional amount of 16% of member revenues. This news was applauded by the Membership.

Benoît added that the Board is unanimous on the importance of investing in membership. To this end, Simon explained that a one-time transfer of \$2,000 will be made to each Chapter towards membership development.

Benoît opened the floor for discussion on the budget.

- Gerry Cooney asked if we are expecting a profit for the conference. Simon explained that we are expecting a profit at the conference this year but the numbers are not finalized yet.
- Karen Hicks noted CES should be analyzing its members, not only those who stay but also to know who leaves, which cohorts are transitional. Benoît replied that many non-renewals are tied to professional development where people join for a specific context and do not renew; this model is not working as well as in the past to retain members, particularly since fewer employers are paying for memberships. Also because people can get information anywhere and networks are available on-line, all associations are experiencing a common challenge to retain members.
- Gunter Rochow was pleased to see a positive financial scenario and commended the reinvestment in membership. He asked about raising Canada's profile internationally in Latin America and the Caribbean, noting that there is a fair bit of interest in Canada's Experience. Benoît replied that CES is active in the IOCE, Eval Partners and RFE, each with its own expenses, and is not thinking about the Latin American and the Caribbean Network for Monitoring and Evaluation (ReLAC) at this time.

- Alexandre Daoust asked for clarification on the costs of changing CE process and maintenance criteria and what changes have been made to the criteria. Janet explained that costs for administration is separate from the volunteer time of CES and CE Board. She stated that the self-directed learning directives have been added.

## 6. Appointment of Auditors

MOTION by Simon that the contract for auditing services for the year ending June 2015 be awarded to Nephin Winter Bingley, Chartered Professional Accountants; Seconded by François Dumaine. Motion carried.

## 7. Other Business

Benoît opened the floor for discussion.

Gail Vallance Barrington raised a concern from the CE Credentialing Board about the embargo of the CJPE Special Edition 29(3) on professionalization, particularly in the context of International Year of Evaluation and the growing interest in Canada's experience. Benoît explained that the decision for a 3-issue embargo (1 year) was based on a survey of Members and Board analysis of options. It was decided to offer that particular issue at a discounted rate [and courtesy copies will be shared with key organizations].

MOTION tabled by Gail Vallance Barrington that the CJPE Volume 29 No. 3 of the Canadian Journal of Program Evaluation be released from embargo and made publicly available immediately; Seconded by Shelley Borys.

Discussion of the motion:

- Martha McGuire noted that other countries are looking to Canada to open up its influence on the professionalization of evaluation.
- Félix Meisels said the volume shows some interesting results and this is an opportunity to influence professionalization.
- Susan Hollett spoke in favour of the embargo, noting that there are many special editions and that the embargo period passes quickly and that the costs are reasonable from \$160 to \$40; she also raised concerns about the process following an AGM motion made in-the-moment as the voting process would be flawed without properly informing members of the full analysis and context.
- Lisa O'Reilly spoke to the potential to better market evaluation to other fields which are related but only working part time on evaluation, in favour of opening up the edition as part of increasing the awareness and value proposition on evaluation.
- Rebecca Mellett noted that any change to the embargo should be made clearly as a one-time exception in the context of International Year of Evaluation, respecting past Board consultation and decisions.
- Keiko Kuji-Shikatani, as the former VP who launched the PDP, recalled that it was a long journey and in the spirit of Evaluation Year there is a strong interest in knowing more about Canada's experience and lessons.

VOTE on the MOTION (estimates): 55 in favour; 6 against; 2 abstentions. Motion carried.

Benoît asked for any further comments before closing the AGM.

- Lisa O'Reilly thanked the Board and Committees for their work.
- Andy Rowe pointed out that the CE does not reflect the kind of work he does as an evaluator, so he has not pursued the Credential; he emphasized the importance of not creating a two-tier value of CE and non-CEs as there are many highly experienced evaluators who do not hold the credential.

## **8. Adjournment**

Benoît called the meeting to a close, acknowledging the hard work by the CES Board, volunteers, Chapter Boards, Conference organizers and many other volunteers.

MOTION to adjourn the 2015 AGM tabled by Susan Hollett; Seconded by Linda Lee. Motion carried.

Meeting adjourned at 13:01pm.

---

Minutes drafted by: Kayla Wright, CES Secretariat June 16, 2015

Reviewed by: Rebecca Mellett, CES Executive Director June 19, 2015

Approved by: Board of Directors, Executive July 9, 2015.