



Canadian Evaluation Society

Manitoba Chapter

Annual General Meeting November 23, 2017 Agenda

Presentation: <i>Indigenous Evaluation Bundle</i>	<i>Indigenous Learning Circle</i>
AGM – Official Business	
1. Welcome & Appointment of Secretary: Tina Sorenson	Marianne Krawchuk
2. Approval of Agenda	Marianne Krawchuk
3. Minutes of 2016 Annual General Meeting Available here	Marianne Krawchuk
4. Reports <ul style="list-style-type: none">• President's Report• Treasurer's Report• National Council Report	Marianne Krawchuk Barry Warrack Denise Belanger
5. Professional Development <ul style="list-style-type: none">• Presentation of events for 2017-18	Tracy Groenewegen
6. Presentation of the Slate of Officers for 2017-2018	Marianne Krawchuk
7. Benefits of Membership	Gerry Kaplan
8. Motion to adjourn AGM	Marianne Krawchuk

Report from President – Marianne Krawchuk



Canadian Evaluation Society

Manitoba Chapter

CES MB AGM - November 23, 2017

Thank you all for coming today. I am pleased to highlight some of our accomplishments over the past year

Once again, we partnered with United Way Winnipeg (UWW) to offer tools/methods workshop series with topics including logic models, interviews and focus groups, survey/questionnaire design, and engaging special populations. This year, we were excited to offer two new sessions on qualitative and quantitative analysis. Many thanks to the speakers who volunteered their time, and to UWW for making this lovely space available for our sessions. We had great attendance, exceeding our expectations with over 20 participants in each of the sessions including both CES members and non-members, as well as participants from a variety of sectors from within Manitoba.

At the CES National conference in Vancouver in June, CES Manitoba was well represented as presenters, participants, facilitators and planners. As part of the conference, we co-presented with Javier Mignone, University of Manitoba, on the Summer Institute, and the contribution CES MB has made to the 5-day session which brings together students, staff, and community organizations.

The highlight of our year may have been our workshops in October in conjunction with hosting the National Board meetings. For the last few years, the National Board has been invited to move their meetings throughout the country in order to meet with chapters and share their experience and knowledge. In Winnipeg, we had 3 sessions over a day and a half on Participatory Data Analysis, Infographics and Advanced Survey Design. The Board members, both locally and nationally, networked over a lunch on the Friday, and were invited for a private tour of the Canadian Museum for Human Rights, followed by dinner. This was a great opportunity to increase capacity in Manitoba, and to have knowledge and skills shared from Board members from across the country. Feedback from the National Board was resoundingly positive as they enjoyed their stay at the Forks, beautiful weather, and were part of Winnipeg's first snow fall of the year.



Canadian Evaluation Society

Manitoba Chapter

All in all, this was truly a great year. We continue to work to strengthen our executive and local Chapter, and further develop membership. The Chapter is financially stable and continues to be in a good position to offer professional development and networking opportunities at low or no cost to participants. We are always open to new ideas and look forward to continuing to develop meaningful partnerships, and offer a variety of learning and networking opportunities to our local members.

As this is the end of my term as CES MB President, I would like to personally extend a special thank you to the CES MB executive for all of their hard work and dedication over the past few years. In recent years, there have been more people becoming involved with the CES Manitoba Chapter as executive members, presenters, participants and in a variety of other ways, and I am very excited about the future of CES MB.

Thank you,

A handwritten signature in blue ink that reads "M Krawchuk".

Marianne Krawchuk

CES MB President, 2015-2017



Canadian Evaluation Society

Manitoba Chapter

Report from Treasurer – Barry Warrack

CES MB AGM - November 23, 2017

2016/17 Financial Statement (July 1, 2016 to June 30 2017)

Assets

Cash in Bank June 30, 2017 \$17,339

Accounts Receivable \$5,374

Accounts Payable \$6,943

Members Equity:

At July 31, Previous year 2016 \$18,909

Net Profit (loss) for Current year \$(1,569)

Revenues

Chapter Membership Fee Shares \$2,592

Workshops / Luncheons \$2,782

Revenue \$5,374

Expenses

Workshops \$2,998

Luncheon Meetings \$379

CES MB Executive Chapter Expenses \$958

CES Conference \$2,608

Expenses for Year \$6,943

Net profit (loss) for the Year \$(1,569)



Canadian Evaluation Society

Manitoba Chapter

Report from National Board – Denise Belanger

CES MB AGM - November 23, 2017

In addition to being the conduit of information between CES Manitoba Chapter and the National Board of Directors, I have continued my work as a member of the National Board's Communications and Marketing Committee, as well as being the co-chair and Board Representative on the Diversity Working Group (DWG):

- CES National Board continues to meet every two months basis with a conference call as well as two in-person meetings (November 2016 in Toronto and April 2017 in Vancouver)
- The National Board would like to congratulate CES-BC and Yukon Chapter on a successful conference with over 500 delegates. The conference was also a financial success.

CES remains committed to actions in support of the Strategic Plan (2015-2018) (available at: <https://evaluationcanada.ca/2015-2018-strategic-plan>)

3 pillars:

- Increasing the value of evaluation
- Advancing the professionalization of evaluation
- Engaging, growing, and diversifying the membership

The number of activities in support of these three pillars are too numerous to mention, so I will highlight a few:

Professionalization:

- An evaluation of the Professional Designation Program (PDP) was completed by Claremont Graduate University.
- A number of working groups were convened to action the recommendations of the evaluation of the PDP.
- Ongoing review of the competencies. Linda Lee from Manitoba, as a member of the Credentialing Board and a co-chair with me on the Diversity Working Group is participating in this review. This work is nearing completion. One of the foci has been to enhance cultural competencies, which has been a particular lens of the DWG.
- Professional learning is integral to CES' mandate and to advancing professionalization. CES National has provided free webinars to members.
- The online learning platform – the CES E-Institute has been launched and includes a few courses which can be accessed (by both members and non-members, with members at a reduced rate). This will be a continued growth area for CES, and during the National Board face-to-face meeting in April 2017, a decision was made to add a position to the National Board, that of Director of the E-Institute. Marla Steinberg has taken on the position as Director of the E-Institute.



- Finally, in terms of the professionalization of the Society itself – the suite of policies was added to and have been revised in order to ensure they are up to date.

Engaging, growing, and diversifying the members:

- Has been another area of considerable work undertaken over the past year.
- More concretely, the Communications and Marketing Committee brought forward discussion around streamlining and expanding membership categories. This resulted in creating two new membership discount categories, namely for those employed in Community-Based Not-for-Profits, and those in the Global South. It is hoped this will facilitate memberships from those in these groups.
- The general survey of the membership was completed and analysis and reporting of results was undertaken. An infographic was produced with the high level national results. This information is available to Chapters, so Manitoba can take advantage of this. The survey will be re-administered every 2 years – therefore next in 2018. If there are any members from CES MB that are interested in participating in this work, they are invited to join the Survey Working Group.
- Finally, in response to the calls to action by the Truth and Reconciliation Commission, the DWG brought forward a motion which included:

Resolved, That the notion of reconciliation be included in the existing CES value of inclusiveness and that the CES make a public statement to that effect,

Resolved, That, as part of its next competency scheme review, the CES include reconciliation explicitly,

Resolved, That the CES strengthen its promotion of and support for culturally responsive evaluation, and

Resolved, That the Diversity Working Group supports the CES in implementing consideration for reconciliation in its activities.

Finally, The National Board met for it's Fall 2017 face-to-face meeting in Winnipeg. Three Board members kindly gave of their time and expertise to provide half-day workshops for CES Manitoba. Thank you go out to Natalie Kishchuk, Sid Ali, and Benoit Gauthier for leading workshops for Manitobans. The Board meetings were highly successful and National Board members truly enjoyed their Winnipeg experience!



2018 Professional Learning & Development Sessions

Jan. 18	1:00 pm - 4:00 pm	Visual Planning: Logic Models & Theory of Change	Heather Leeman, <i>Block by Block Community Safety & Wellbeing Initiative</i>	<i>Creating visual plans that are clear and succinct can help organizations and/or collaborative initiatives to communicate their desired outcomes/goals to various stakeholders and to help guide their evaluation framework. Two types of visual plans, Logic Models and Theory of Change will be presented with discussion of their respective strengths and challenges.</i>
Jan. 23	9:00 am - 12:00 pm	Interviews	Sheila Giesbrecht	<i>Interviews are a mainstay of qualitative data collection. They provide opportunities to gather rich and detailed information about a program's implementation and success. Come to this session and learn about when to conduct interviews, what questions to ask, and how to effectively ask these questions.</i>
Feb. 7	9:00 am - 12:00 pm	Focus Groups	Andrew Buchel, <i>Buchel Policy Research & Consulting</i>	<i>A focus group is a group interview of 6 to 12 people who share similar characteristics or common interests. Focus groups are useful for gathering rich information on the perspectives, insights, attitudes, experiences, and beliefs of key stakeholders. This session will explore when to use focus groups, how to structure them, and how to facilitate them effectively.</i>
Feb. 20	9:00 am - 12:00 pm	Surveys & Questionnaires	Marianne Krawchuk, <i>United Way Winnipeg</i>	<i>Creating well-crafted survey instruments can provide for valuable data collection. This session will look at survey questions and responses, as well as analysis and data presentation.</i>
Mar. 15	9:00 am - 12:00 pm	Engaging Special Populations & Visual Methods	Denise Belanger, <i>Proactive Information Services Inc.</i>	<i>There are times when selecting more traditional data collection methods, such as interviews or surveys, may not be the best way of capturing clients' 'voices'. This session will look at considerations in engaging particular populations in evaluations, as well as introducing different data collections methods such as rubrics and visual methods.</i>
Apr. 4	9:00 am - 12:00 pm	Quantitative Analysis	Aynslie Hinds, <i>University of Manitoba</i>	<i>In this workshop we will discuss tools and strategies for quantitative data collection, management, and analysis. Using EXCEL, we will discuss how to set up a spreadsheet, how to "clean" and analyze the data, and when and how to produce basic statistics.</i>
Apr. 17	9:00 am - 12:00 pm	Qualitative Analysis	Tracy Groenewegen	<i>How do you turn pages upon pages of rich qualitative data into a coherent narrative? This session will demonstrate how to code qualitative data, identify key themes, and write up and present a compelling analysis.</i>

To register, please visit: <http://mb.evaluationcanada.ca/upcomingevents.htm>



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Manitoba Chapter

2017-2018 Proposed Slate of Officers

President: Gerry Kaplan

Past President: Marianne Krawchuk

Vice President: Sheila Giesbrecht

Treasurer: Barry Warrack

National Council Representative: Tracy Groenewegen

Professional Development Officer: Ryan Catte

Membership Development Officer: Andrew Buchel

Secretary: Tina Sorensen

Members at Large:

- Dino Altieri
- Denise Belanger
- Ashley Blackman
- Hom Gartaula
- Heather Leeman
- Samantha Neufeld (*Student Liaison Officer*)