# Evaluation Working Group meeting

## DATE: December 09 2015

Record of Discussion

Participants:

Sterling Carruthers, Jillian Code, Gail Diachuk, Blair Laugher, Marlien McKay, Jennifer Munro-Galloway, Sharon Young, Susan Hornby, Jo-Ellen Craig, Katherine Kelly (Chair)

Meeting Purpose:

* to discuss Working Group deliverables
* to consider engagement of an evaluation expert to support this work;
* to review the draft Logic Model and Evaluation Framework;
* to discuss the plan forward.

# Record of Discussion

1. Welcome
2. Review of Deliverables in Terms of Reference

The single deliverable will remain in place, with the understanding this will remain a standing working group throughout the 2015-2020 mandate.

1. Draft Logic Model

The November 2015 face-to-face meeting of Management Committee recommended the use of arrows on the Logic Model to show direction.

Discussion:

* The logic model is intended for two main purposes: to track JCSH activities; to provide a visual communication to Management Committee to link activities to outcomes.
* Arrows would show logical flow from one section to another, from activities, to outputs, to long-term outcomes
* The logic model should begin with the collective vision, the strategic outcomes; all sections should be subordinate to the one above.
* The use of wording needs to reflect current Strategic Plan: eg.: change Components to Goals.
* Consideration also needs to be given as to why the logic model is framed as it is: who is the audience of the various activities identified in the logic model? What populations are served? It should be clear that the Logic Model works strategically towards the Vision and the Mission.
* The current draft does not bridge the long-term outcomes either to the Vision / Mission or to connection with student wellbeing / achievement .
1. Draft Evaluation Framework

Decision: The Working Group will work to complete the Logic Model before reviewing the Evaluation Framework; major changes to the Logic Model will impact the Evaluation Framework.

1. Engagement of Evaluation Expert

This work needs to make sense to the JCSH tables. There may not be need to contract with an evaluation expert, given the experience on the Working Group and at the JCSH tables.

Decision: Set aside for review at a later date.

1. Next Steps

JCSH Secretariat will draft one or more draft logic models for review by the Working Group.

1. Date of Next Call

Katherine will send out a Doodle to determine the date of the next call.