

Status

The South African Monitoring and Evaluation Association will be incorporated as a Section 21 Company under the Companies Act, No. 61 of 1973.

As such the company is not for gain and applies its income and profits only in promoting the objectives of the Association.

Vision

Monitoring and evaluation widely recognized in South Africa as a profession and discipline essential to development, and practiced and used in a manner that adds significant value to effective, sustainable development in South Africa.

Mission

SAMEA will cultivate a vibrant community that supports, guides and strengthens the development of monitoring and evaluation in South Africa as an important discipline, profession and instrument for empowerment and accountability.

Objectives

- ⇒ To provide a platform for interaction and information sharing among all those interested in monitoring and evaluation.
- ⇒ To promote high quality intellectual, ethical and professional standards in monitoring and evaluation.
- ⇒ To increase the use of monitoring and evaluation theory and practice.
- ⇒ To promote the development and adoption of monitoring and evaluation approaches and methods suitable to a South African and development context.
- ⇒ To promote post-graduate education and continuing professional development in the field of monitoring and evaluation.
- ⇒ To increase the profile of South African monitoring and evaluation at national and international level.
- ⇒ To help build understanding of international developments and trends in monitoring and evaluation.
- ⇒ To be a resource on monitoring and evaluation in South Africa.

Governance

SAMEA will be incorporated by a Board of Directors comprised of members of the Task Team responsible for developing SAMEA to the point of incorporation.

The affairs of SAMEA shall be governed by the Board of Directors.

The number of directors shall not be less than five and not more than ten.

Board members will in future be elected by SAMEA membership with the first election process to take place at the first annual general meeting of SAMEA in October 2006.

Board members will be elected for a period of three years and in any given year a minimum of 3 members will be replaced.

Until such time as Board members become ineligible for reappointment through exceeding their three year term of office, and in any given year when there are not three retiring Board members, the Board shall annually nominate three of its members for replacement by consensual agreement or if necessary by vote.

SAMEA members will be able to nominate candidates for election to the Board via email and will vote for candidates electronically.

The Chairperson of the Board and hence SAMEA will be elected by members of the Board on an annual basis and will occupy the position for a minimum of one year and will be eligible for re-election for a maximum of two years in office.

The Board of Directors will establish portfolios of responsibility for directors as it deems fit and will establish committees of members of SAMEA in pursuance of its objectives.

All Board members will provide their services on a volunteer basis.

SAMEA will employ a part-time Secretariat as required.

Principles of operation of the Board and Executive Committee

The SAMEA Board and Executive Committee will strive to

- ⇒ be financially sustainable and accountable to the members;
- ⇒ be credible, transparent and ethical in their operations;
- ⇒ provide opportunities for members to have a voice in the affairs of the Association, using a collaborative leadership approach to instil confidence among members that the governing body represents their interests;
- ⇒ act in a manner that will ensure a favourable profile of the Association as the official mouthpiece of the South African monitoring and evaluation community.

Membership of SAMEA

SAMEA shall maintain as its registered office a register of members. Membership of the Association will be through subscription and will be open to individuals committed to furthering the interests of SAMEA. Two categories of membership will apply:

- ⇒ Individual members who will be individuals interested in participating in or benefiting from the work of the Association, including but not limited to practitioners, users of monitoring and evaluation services, and monitoring and evaluation educators.
- ⇒ Student members, who are enrolled at recognized higher education institutions.

All benefits accruing to members, including but not limited to the right to participate in the affairs and decision-making processes of the association, shall only apply to fully paid-up members.

Student members shall have equal rights in all respect to participate in the affairs of the association, including the right to hold offices within the association and the right to vote.

Membership shall be terminated three months after membership fees are due, in the event of such dues not being paid.

Fees will be determined annually by the Board of Directors and a reduced fee will apply in the case of student members.

In addition to the opportunity to participate in the affairs of the Association membership benefits will include reduced fees to events organised by the Association, notification of calls for proposals and consultancy opportunities, opportunity to participate in expert facilitated discussions for members only, and opportunity to advertise services in a 'Directory of Services'.

Identified priority activities

The following have been identified by the SAMEA Task Team as priority actions in SAMEA's first year of operation.

- ⇒ Promote the Association among key role players in South Africa and initiate and formalise institutional partnerships with relevant South African institutions.
- ⇒ Publicise the existence of the Association amongst potential members and promote subscription to the Association.
- ⇒ Establish the presence of the Association in the international evaluation community and develop co-operation with other evaluation associations and networks.
- ⇒ Develop an internet-based communication framework that will include:
 - a SAMEA website;
 - notification of conferences, training and other professional opportunities;
 - a repository for standards of practice, guidelines, tools, bibliographies, and links to resources;
 - a discussion forum;
 - a directory of practitioners / expertise linked to that of the African Evaluation Association;
 - a quarterly online newsletter.
- ⇒ Advocate for and form partnerships towards presenting education and training programmes by local and international experts.
- ⇒ Establish processes through which the quality, professionalism and ethics of monitoring and evaluation in South Africa can be enhanced, including further development of professional training in South African tertiary institutions.
- ⇒ Promote research on evaluation.