

Area 3 Committee on Program Evaluation (COPE)

Composition

1. The voting members of the Area 3 Committee on Program Evaluation (COPE) (hereafter “the Committee”) shall consist of:
 - A) a District Branch Representative from each of the five Area 3 District Branches,
 - B) the Area 3 Early Career Psychiatrists (ECP) Representative or Deputy Representative and the Area 3 Resident- Fellow Members (RFM) Representative or Deputy Representative,
 - C) an Area 3 member who represents the Minority and Underrepresented (M/UR) and an Area 3 member who represents an ACROSS organization or subsection when there are at least one M/UR and one ACROSS member respectively on the Area 3 Council.
2. The Chairperson shall be a voting member of the Area 3 Council and shall either be selected from the Committee members listed in number 1 or be an additional member of the Committee
3. The Co-Chairperson shall be an Executive Director of one of the five Area 3 District Branches and shall be a non-voting member of the Committee.
4. The Area 3 Representative shall appoint the Chairperson, Co-Chairperson and other members of the Committee.
5. The term of service for District Branch and ACROSS members of the Committee shall be for two years commencing with the end of the APA Annual in the year that Area 3 Representative begins his/her term.
6. The term of service for ECP, MU/R and RFM members of the Committee shall be for one year.
7. Whenever any vacancy occurs before the completion of the term, the Area 3 Representative shall appoint a replacement.

Function

The Committee shall:

1. formulate criteria for evaluating program proposals,
2. formulate metrics for evaluating programs that were approved, received funds and were implemented,
3. receive proposals for programs, projects or initiatives (hereafter, “program” or ‘programs’) from Area 3 District Branches submitted by District Branch Representatives,
4. review all submitted proposals,
5. determine whether a proposed program merits Area 3 support based on the first principle that a program should benefit Area 3 APA members and based on criteria formulated by the Committee,
6. decide on the amount of funds that should be allocated in accordance with Area 3 policy for each program that is submitted,
7. recommend that the Area 3 Council support or not support a proposed program,
8. recommend to the Area 3 Council the amount of financial support for programs for which the Committee is recommending approval,
9. produce for Area 3 Council approval an annual program budget in conjunction with the Area 3 Deputy Representative, who in accordance with the Area 3 Procedural Code serves as Area 3 Treasurer (Article V Section 2)
10. receive reports from District Branches who are recipients of Area 3 funds for District Branch specific programs or from the lead District Branch for an area-wide funded program
11. evaluate the progress for ongoing programs or the outcome of completed programs.