

## **CERTIFIED RANGE MANAGEMENT CONSULTANTS (CRMC's)**

### **PROCEDURES AND REQUIREMENTS FOR EVALUATING AND DOCUMENTING CONTINUING EDUCATION UNITS (CEUs)**

The Society for Range Management (SRM) and the Certified Range Management Consultants (CRMC) Committee use these procedures to evaluate CEU compliance for Certified Range Management Consultant renewal applicants. The procedures and requirements recognize the need to maintain a high level of expertise and moral principles to which each consultant should adhere as he or she does their work. This form should enable evaluation of CEUs without extraordinary effort on the part of the applicant, while maintaining the proposed ideals and strength of the CRMC. The idea is to ensure that a CRMC's individual's knowledge base remains current and of the highest quality. The CEU data would also provide a defensible case for SRM, in the event an entity challenges a CRMC's qualifications and professionalism.

Each CRMC should maintain appropriate files that support the information provided in the application and renewal documents. While we recognize that some of this material may be proprietary and must remain confidential, and in some cases may not be made available, you will be required to provide a description of the activity, including time spent, resources, etc. You may possibly be required to defend such activities to the Committee.

### **CRMC'S ARE REQUIRED TO DOCUMENT 30 CEU'S FOR EACH THREE CERTIFICATION CYCLE.**

CEU credit evaluation will be done by the individual CRMC to demonstrate how the activity completed qualifies for credits towards re-certification. The criteria suggested here are designed to help you summarize and evaluate CEU activity. You shall provide a brief synopsis of each activity in enough detail so for the Committee to easily verify the appropriateness of each evaluation. This information will be provided to the SRM office, along with the other required documents for renewal, at least two months prior to the end of the current certification cycle.

This method for documenting CRMC CEUs uses an honor system. We have confidence in CRMC's, that ethical thought and action in all things are standard practice. Your signature on all CRMC renewal application materials indicates that the information provided is truthful, and your agreement to adhere **to SRM's Code of Ethic and Standards of Conduct for Members Providing Public Service.**

### **Continuing Education for CRMC's.**

Documenting CRMC continuing education units is a multi-part process that: 1) identifies activities that qualify for credit; 2) ensures the activity qualifies as consultant level experience/training; 3) calculates the number of credits for each hour or more of activity; and 4) indicate the criteria used to evaluated the activity for CEU credit.

### **Categories for CRMC Continuing Education Units**

The following activities may qualify for Continuing Education Units for Certified Range Management Consultants. Use these categories on the CEU documentation form, for the column titled CEU Category. The number of hours of each activity required to achieve one CEU are shown below, at the end of the description for each type of activity. Data are entered in columns 3-5 on the documentation form.

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- A. Seminar/workshop/symposia, etc., which were technical or ecological in nature (University or Extension programs, scientific papers, SRM or other related professional programs, etc.).  
*1 CEU per hour of this activity.*
- B. 1) General discussion of standard rangeland management practices and approaches; 2) One on One producer discussions which involves evaluation and/or consulting on operations and management, monitoring and/or follow-up; 3) Management related field activity which was livestock, wildlife, ranch operations or other related subject.  
*1 CEU per 3 hours of this activity.*
- C. Field Tours.  
*1 CEU per 3 hours of this activity.*
- D. Specialized activities that may (but not exclusively) include participation in a research project, collecting and identifying plant species for specific sites, rangeland monitoring and other such activities.  
*1 CEU per 3 hours of this activity.*
- E. Study or research to accomplish an objective or legal work.  
*1 CEU per 3 hours of this activity.*
- F. Consultation for legal proceedings (i.e., the consultant testified in court or was deposed).  
*1 CEU per hour of this activity.*
- G. Mentoring activities.  
*1 CEU per 2 hours of this activity.*
- H. Peer review of science based, including technical review, articles.  
*1 CEU per 2 hours of this activity.*

### **Guidance for Determining if a Continuing Education Activity Meets the Requirements for Consultant Level Experience**

To receive a CEU for an activity, the activity should have a level of complexity sufficient to add to the breadth and depth of a CRMCs skill set.

#### **CRITERIA TO EVALUATE CEUS FOR CRMC CREDIT (Columns 6-10 on Form)**

1. **WAS** this a consultant level learning opportunity/event?
2. **DID** this opportunity/event include teaching as well as attendance?
3. **DID** this opportunity/event require prior preparation to obtain the most benefit or follow-up afterwards in order to fulfill your responsibility?
4. **WAS** this a classroom situation, online course or field tour? **WHAT** level of expertise was demonstrated by the facilitator(s) (i.e., PhD level/MSc/BSc university professor, extensive professional experience [e.g. 20 – 25 yrs. or more], producer with wide-ranging management experience, others in rangeland management or similar fields)?
5. **WAS** the subject matter highly technical/applicable in practice, or mostly general information?

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6. **IF** this was a consultation for legal proceedings, **WAS** significant preparation required in order to respond (i.e., did it require a literature or field review?) **DID** you testify in open court or **WERE** you deposed?
7. **IF** this was a consultation with a producer, **WAS** the exchange a general discussion or did it involve a detailed evaluation of at least several aspects of an operation with suggestions for enhancement?
8. **IF** this was a field inventory for utilization, grazing planning, condition evaluation, etc.; 1) **DID** the work involve detailed observation and records?, 2) **DID** this require only a general drive-by visit/observation in order to note site factors?, 3) **DID** the work result in a detailed client report?
9. **WAS** this a meeting, field activity, seminar or similar event sponsored by SRM or other related organization? (e.g. weed science, soils, livestock management short-courses or others), for continuing education)
10. **WERE** various skills and new knowledge enhanced or gained from this training/activity?
11. **DID** this activity result in learning about recent science on rangeland related topic development?
12. **DID** this opportunity involve professional ethics training?

**PLEASE NOTE THAT YOU MUST DOCUMENT A VARIETY OF CONTINUING EDUCATION OPPORTUNITIES.  
YOU CANNOT CLAIM ALL 30 CEUS FROM ANY ONE FUNCTION OR ACTIVITY.**

**DON'T FORGET TO FILL OUT AND SIGN THE SIGNATURE PAGE AT THE END OF THIS DOCUMENT.  
THANK YOU!**

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**SRM Certified Range Management Consultant (CRMC) Listing of Continuing Education Credits**  
(You may use as many pages of this form as necessary to document your CEUs)

Date	Consultant Activity Description	Hours	Allowed CEUs	CEU Category	Criteria to Evaluate CRMC CEU Credit				

\_\_\_\_\_ Date \_\_\_\_\_  
With my signature, I attest that I completed these activities in the past three years and they qualify as CEU's for a Certified Range Management Consultant, as defined by the Society for Range Management.

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