Program Evaluation GBUS 846AH

==PRELIMINARY OUTLINE (SUBJECT TO CHANGE)==

WINTER 2025

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INSTRUCTOR DETAILS:
Name: ▮▮▮▮▮▮   Office Location: ▮▮▮▮
Phone: ▮▮▮▮▮▮▮▮   Office Hours: TBD
Email: ▮▮▮▮▮▮▮▮▮▮

CLASS DETAILS:
Class Dates: ▮▮▮▮▮▮▮▮▮▮
Class Times: ▮▮▮▮▮▮▮
Class Location: ▮▮▮▮▮

COURSE DESCRIPTION
This course provides an analysis of the theories and approaches to program evaluation, and their application in organizations. Topics explored will include the origins and current trends, ethical and philosophical issues in evaluation, politics and planning, evaluation criteria, data collection, analysis, interpretation, and strategies for reporting and communicating evaluation results. *Note: Students who have completed EAHR 811 will not be eligible to register in GBUS 846AH.

LEARNING OBJECTIVES / OUTCOMES
Students will:
- Become familiar with the tenets of professional program evaluation.
- Evaluate diverse approaches and frameworks used in program evaluation.
- Develop skills for planning evaluations, including clarifying requests, defining responsibilities, setting boundaries, analyzing contexts, and formulating evaluation questions.
- Understand political, ethical, and cultural considerations in the context of program evaluation.
- Apply practical guidelines for conducting evaluations, including selecting design options, determining sampling methods, analyzing costs, and utilizing various data sources, collection methods, and interpretation procedures.
- Become familiar with effective procedures for reporting evaluation findings and strategies to enhance their usability and impact.
- Integrate program evaluation guidelines into real-world scenarios to design and execute practical evaluation strategies.
- Explore emerging trends in program evaluation and assess their potential impact on the field.

COURSE EXPECTATIONS
This course will entail a combination of lectures, case discussion, videos and guest speakers. As a result, regular attendance in class and active participation in classroom activities are required. **Students are expected to prepare in advance for class and be able to participate in class discussions on articles, etc.** It is expected that students will read and prepare appropriately for every class. Please read each section of the course outline for expectations on all components of the course.

COURSE MATERIALS
The required text for this course is *Program evaluation: Alternative approaches and practical guidelines* (5th edition) by Jody L. Fitzpatrick, James R. Sanders Blaine R. Worthen and Lori A. Wingate. A link to purchase this e-text via the bookstore will become available at the start of the course.

COURSE ASSESSMENT SUMMARY

Component	Grade Percentage	Due Date(s)
Individual Assignments	40% (20% x 2 assignments)	January 31 & March 14
Reflections	5% (1% x 5 reflections)	Various
In-Class Group Activities	10%	March 5, 12, & 19
Group Project	Preliminary Report – 15% Presentation – 10% Final Report – 20%	February 14 April 2/9 April 24

For a description of the grading system, consult the Faculty of Graduate Studies and Research link here:
https://www.uregina.ca/graduate-studies-research/graduate-calendar/grading.html

DESCRIPTION OF ASSESSMENTS

Individual Assignments – 40% (2 assignments worth 20% each)
You will complete 2 individual assignments in this course. The first assignment is due January 31. For assignment 1, you will be required to select a program from your current or past organization that could benefit from a formal evaluation. You will analyze the program by addressing its potential users, purpose, focus areas, and the broader impact an evaluation could have on the organization and its stakeholders.

Assignment 2 is due on March 14. In this assignment, you will pair up with a classmate to conduct a (brief) simulated program evaluation of the graduate student experience in the Master's program at the Levene School of Business. Each student will independently develop and use their own set of interview questions, analyze the insights gained, and reflect on the interview process, linking it to program evaluation principles and methods.

Additional details for these assignments will be discussed in class and posted on UR Courses.

Reflections – 5% (5 reflections worth 1% each)
You will choose **5 lectures from this course** to write reflections on. To receive credit, you must submit your reflection for a selected lecture by **11:59 PM on the day following that lecture**. Reflections submitted after this deadline will not be accepted. Additionally, you can only submit a reflection for lectures that you attend; if you do not attend a lecture, you are not eligible to submit a reflection for it. Your reflections should be a maximum of 350 words.

Your reflections must cover the following areas:

- **Past:** What did you know about this topic before the class? What was your perspective before this class?
- **Present:** What insights did you gain? What did you learn? Did your understanding or perspective change?
- **Future:** What more would you like to know about this topic? In what ways could you apply what you've learned from this class to other areas of your life?

In-Class Activities – 10%

There will be 3 in-class group activities in this course of equal weight (on March 5, 12 and 19). Specific details and instructions for each activity will be provided as the dates approach. Groups will complete their work during class and must submit the assignment by the end of the class session.

Group Project – 45%

In groups of 5, you will gain experience planning, conducting, interpreting and reporting on an evaluation. The details of the evaluation to be carried out will be communicated in class and posted on UR Courses. The deliverables for this project include a preliminary report, a presentation and a final written report.

Preliminary Report

The preliminary group report is due on February 14 by 11:59 PM. This report will cover your evaluation plan for the program.

Presentation

Your group will present your evaluation results to the class on April 2 or 9. Each group will have 30 minutes to present.

Final Written Report

Your final written report is due on April 24 by 11:59 PM. Using the outline and section descriptions from Chapter 17, your group will write a report of your evaluation.

Details of each of the deliverables for this group project will be provided in class and on UR courses.

ACADEMIC REGULATIONS

Late assignments will be penalized 10% for each day that they are late. Late assignments will not be accepted after five (5) days unless there are extenuating circumstances that have been discussed with the instructor prior to the assignment deadline, and the instructor has agreed to extend the deadline.
For the final group report, all extensions will be considered a request for a deferred exam and will have to be signed by the instructor and final approved comes from the Faculty of Graduate Studies and Research.

Request for Deferred Submission of Work. Extensions or requests for changes by students to **final** exams and assignments due dates will require the student to complete a formal request for deferral. The student completes the request, consults with the instructor who must sign the form, and the instructor then submits the form (and any supporting documentation provided by the student) to Faculty of Graduate Studies and Research (FGSR). The decision (approved or denied deferral) is made by FGSR and is usually only approved if there are extenuating circumstances (e.g., illness, death, etc). The decision is sent

by mail to the student and it is the student's responsibility to ensure the deferred requirements are met within the outlined time frame. It is also the student's responsibility to follow-up with FGSR if they do not receive a response from FGSR on their submitted request. Requests for deferral received more than two (2) weeks after the final day of the examination period will be denied. The deferral form can be found on the FGSR website at: https://www.uregina.ca/graduate-studies-research/current-students/forms.html

ACADEMIC INTEGRITY

As noted in the gradate calendar: *Assignments, tests, and examinations are designed for students to show the instructor how well they have mastered the course material. When the instructor evaluates the student's work, it must therefore be clear which ideas and words are the student's own. The general principles of academic integrity for students doing course work are that they are to do their own original, individual work, unless told otherwise by the course instructor, and are to give credit for other people's ideas or words.*

Students are permitted to use generative AI tools on assignments for this course **as indicated by the instructor and outlined on the assignment sheet**. Without such permission, students are expected to complete all coursework without substantial assistance from others, including automated tools. **Please note, any evidence of use of assistive AI (e.g., Grammarly, ChatGPT) for assignments where it is explicitly prohibited may be subject to academic penalties.**

STUDENT RESOURCES

UR Accommodated – Centre for Student Accessibility

Student Accessibility upholds the University of Regina's commitment to a diverse and inclusive learning environment by providing services and supports for students based on disability, religion, family status, and gender identity, as mandated under Saskatchewan Human Rights legislation and the Duty to Accommodate. Student Accessibility aims to encourage independence, self-advocacy, and equity for all students, while maintaining privacy and confidentiality. Accommodation services and supports are provided from pre-entry through graduation. Students are encouraged to register with Student Accessibility early in order to ensure that registration is complete prior to the beginning of classes.

Students who need these services are encouraged to register with the Centre for Student Accessibility to discuss the possibility of academic accommodations and other supports as early as possible. For more information, see the Center for Student Accessibility website at https://www.uregina.ca/student/accessibility/centre-Accessibility/index.html

Student Mental Health

Counselling services are available to provide accessible, evidence-based, and inclusive psychological services. Mental health and wellbeing is an important component of student success. As such, counselling services strives to support students through responsive, skills-based and proactive engagement. For more information, see the counselling services website at https://www.uregina.ca/student/counselling/

Writing Assistance

The Student Success Centre (SSC) offers personalized support services designed to encourage and assist students with academic challenges, develop skills, set goals and connect with others. Both on-line and in-person services, including tutoring and writing skills, are available. https://www.uregina.ca/student-success-centre/index.html

PRELIMINARY CLASS SCHEDULE

Class	Date	Topic	Readings and Assignments
1	January 8	-Introduction to Program Evaluation -Tenets of Professional Program Evaluation	Chapter 1 and 3
2	January 15	Comparing Program-Oriented, Decision-Oriented, and Participant-Oriented approaches	Chapters 6, 7 and 8
3	January 22	-Political, Ethical, and Cultural Issues in Evaluation -Clarifying the Evaluation Request and Responsibilities	Chapter 10 and 11
4	January 29	Setting Boundaries and Analyzing an Evaluation's Context	Chapter 12 **Individual Assignment 1 Due Jan 31 by 11:59 PM**
5	February 5	-Identifying and Selecting Evaluation Questions and Criteria -Developing the Evaluation Plan	Chapter 13 and 14
6	February 12	Data Sources and Collection Methods	Chapter 16 **Preliminary Group Report Due Feb 14 by 11:59 PM**
7	February 19	Winter Break	Enjoy!
8	February 26	Studying, Sampling and Cost Analyses	Chapter 15
9	March 5	In-Class Activity - TBD	
10	March 12	In-Class Activity - TBD	**Individual Assignment 2 Due March 14 by 11:59 PM**
11	March 19	In-Class Activity - TBD	
12	March 26	Future of Evaluation (Presentations if needed)	Chapter 18
13	April 2	Presentations	
14	April 9	Presentations	**Final Group Report Due April 24 by 11:59 PM**

Please Note: This schedule is subject to change. Students will receive as much advance notice as possible.