EDF 6938
Program Evaluation in Educational Settings
Spring Semester, 2012

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Course Goal
The major goal for this course is to help participants obtain the professional skills and content knowledge to become a critical consumer of evaluation reports and/or conduct an evaluation of an educational program. In order to accomplish this goal participants will: (1) become familiar with multiple approaches (models) to organizing an evaluation; (2) work through the components of conducting an evaluation; and (3) prepare a proposal to evaluate an educational program. This course will provide participants with multiple opportunities to apply the course content to real-world problems through simulated and actual evaluation projects, case studies, interviews with practicing evaluators, and readings and videos in program evaluation. Specific learning goals are embedded within each instructional module.

Required Texts/Readings

Additional Readings: See attached Bibliography

Grading
Grades for this course will be based on three components: (a) course exercises (45%), (b) a course project (30%), and (c) communication and feedback with your instructor and fellow students as well as your contribution to your team (25%). Grades of “I” will only be given under
special circumstances (e.g., illness, injury, family emergency). The assignments and expected student responses/communication are provided in each module along with scoring rubrics. The Course Project and Scoring Rubrics are in a separate documents found on the Front Page of this course in Moodle.

Each of the course products (project, assignments, communication/feedback) will be based on a number of points. The total number of points will be converted to percentages and a final course grade will be determined using the following percentages:

**Overall Course Percent Grade**

- 93.0% - 100% A
- 90.0% - 92.9% A-
- 87.0% - 89.9% B+
- 83.0% - 86.9% B
- 80.0% - 82.9% B-
- 77.0% - 79.9% C+
- 73.0% - 76.9% C
- 70.0% - 72.9% C-
- 67.0% - 69.9% D+
- 63.0% - 66.9% D
- 60.0% - 62.9% D-
- 59.9% or less E

**Make-Up Work and Late Submissions**

Completion of all assignments is expected when due. No work will be accepted after the assignment deadline ends (See Course Management document for possible exceptions).

**Attendance**

Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at: [https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx](https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx)
Bibliography -- Additional Required Readings

Articles


Evaluation Report

*Program PLUS* by M. Johnson & C. Schafer

Recommended Reference Articles (Not required)


Ritter, L. A. & Sue, V. M. Systematic planning for using an online survey in *New Directions for Evaluation (No. 115)* Fall, 2007. [An entire issue devoted to this topic]. See in particular the article on pages 5-14 on Introduction to using online surveys.

Course Management
On the Front Page of this course in Moodle, you will find a document entitled “Course Management.” This document describes how to access the course, how the course is organized and expectations for assignments and discussions, how to contact your instructor, and communication within the course. Please be sure to read this document the first week of class.

Throughout this course you will be expected to work in teams. Working with others in an online environment can be difficult as you may have learned through other courses. Please notice that a portion of your grade is dependent on your communication with and feedback to other learners in the course. In order for the team dynamic to work well, each learner in the team must make a commitment to timely, considerate and well-thought out feedback and exchanges. Practice Netiquette (the art of online etiquette—see Virginia Shea’s Core Rules of Netiquette), be available to each other, and apply what you are learning to the feedback you provide each other.

**Accommodations**

If you require classroom accommodation because of a disability, you must first register with the Dean of Students Office (http://www.dso.ufl.edu/drc). The Dean of Students Office will provide documentation to you, which you then give to the instructor when requesting accommodation. The College is committed to providing reasonable accommodations to assist students in their coursework.

**Counseling and Student Health**

Students with academic concerns related to this course should contact the instructor in person or via email. Students also may occasionally have personal issues that arise in the course of pursuing higher education or that may interfere with their academic performance. If you find yourself facing problems affecting your coursework, you are encouraged to talk with an instructor and to seek confidential assistance at the UF Counseling & Wellness Center, 352-392-1575. Visit their web site for more information: http://www.counseling.ufl.edu/. Also, crisis intervention is always available 24/7 from:

Alachua County Crisis Center: (352) 264-6789.

**Campus-wide Honor Code**

All students registered at the University of Florida have agreed to comply with the following statement: “I understand that the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University.” In addition, on all work submitted for credit the following pledge is either required or implied: “On my honor I have neither given nor received unauthorized aid in doing this assignment.” If you witness any instances of academic dishonesty in this class, please notify the instructor or contact the Student Honor Court (392-1631) or Cheating Hotline (392-6999). For additional information on Academic Honesty, please refer to the University of Florida Academic Honesty Guidelines at: http://www.dso.ufl.edu/sccr/honorcodes/conductcode.php
Cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior and may result in a reduction of course grade and a report to university officials.