Credit Hours: 3
CRN: 11828
Date/Time: Monday 7:20 pm – 10:00 pm
Classroom: Arlington Campus, Founders Hall 476
Website: http://mymasonportal.gmu.edu
Instructor: Katrin B. Anacker, Ph.D.
Office: Arlington Campus, Founders Hall 673
e-mail: kanacker@gmu.edu
Office Hours: Monday 6:15 pm – 7:15 pm
or by appointment (kanacker@gmu.edu)

Course Description
This course introduces students to policy and program evaluation. Topics include tailoring evaluations; identifying issues and formulating questions; assessing the need for a program; expressing and assessing program theory; assessing and monitoring program process; measuring and monitoring program outcomes; assessing program impacts; detecting, interpreting, and analyzing program effects; and measuring efficiency. The final project will be a program evaluation synthesis of a (a) federal, (b) state, (c) county, or (d) municipal program based on the student’s choice.

Learning Outcomes
At the conclusion of this course, students should
- be knowledgeable about the general fundamental concepts of policy and program evaluation;
- be knowledgeable about and be able to collect select data for policy and program evaluation;
- possess the skills needed to select methods appropriate for policy and program evaluation;
- possess the skills needed to interpret results based on policy and program evaluation; and
- be knowledgeable about and be able to communicate and present evaluation findings to public policy makers and other non-technical audiences in a way understandable to them.
Class Website
This class uses Blackboard in order to enhance the online learning experience of students. This website contains the class syllabus and the class readings. Source: https://mymasonportal.gmu.edu/ -> courses

Course Materials
Required Readings:


Course Requirements:
Prerequisite
Students who have not yet taken PUBP 511, PUBP 704, or an equivalent class need permission of the instructor.

Class Attendance/Participation/Behavior
Students are required to attend class. Many educational studies have shown a high causation between class attendance and high grades. If students have to miss class for professional, i.e., a time conflict at work, or medical reasons they are expected to notify the instructor in advance and to familiarize themselves with the materials missed in class. Students are expected to participate in class discussions. Many educational studies have shown a high causation between participation in class discussions and high grades. Students are expected to arrive on time.

Reading Assignments
Students are required to familiarize themselves with and understand the class readings before each class. Readings will be discussed during class time.

Writing Assignments/Final Paper/Deadlines
The final project will be a program evaluation synthesis of a (a) federal, (b) state, (c) county, or (d) municipal program based on the student’s choice. Class grades will be based on
- a first draft (Microsoft Word document to be submitted to kanacker@gmu.edu by February 26th; at least 200 words; 12.5% of the grade)
- a second draft (Microsoft Word document to be submitted to kanacker@gmu.edu by March 26th; at least 400 words; 12.5% of the grade)
- a final presentation (15 minutes maximum, prezi; 25% of the grade);
- a final paper, i.e., a program evaluation synthesis (eight evaluations minimum; 10 pages minimum, 12 pt. font, double spaced, including page numbers; excluding a potential technical appendix; 50% of the grade).
Assignment Submission, Late or Missing Assignments

**Drafts are due as e-mail submission to the instructor only.** A draft that was submitted after the deadline is considered late. Students will lose 20 (out of 100) points **every 24 hours** after the deadline. On the first day of class a sign up list for the final presentations will be made available. On presentation day, students are expected to be arrive at the beginning of class (7:20 pm), i.e., students are discouraged from arriving at the presentation time prediced by them. A presentation that was **not** held in person, i.e., in absence, is not considered a presentation. Students will lose 25 (out of 100) points for a presentation held in absence. **Final papers are due on the day of the presentation at the beginning of the presentation.** A paper that was handed in after the deadline is considered late. Students will lose 20 (out of 100) points **every 24 hours** after the deadline. After five days assignments will not be evaluated by the instructor (zero grade). **Final papers are due as paper submission to the instructor only.** Students will lose 5 (out of 100) points for **not** submitting the final paper as a paper submission to the instructor at the beginning of the presentation.

Appeals on the paper grade must be made in writing within 72 hours after commented papers have been made available. Final class grades are non-negotiable.

Academic Accommodation for a Disability
If you are a student with a disability and you need academic accommodations, please see the instructor and contact the Office of Disability Services. All academic accommodations must be arranged through Disability Services (http://ds.gmu.edu/).

GMU/Schar School Policy on Plagiarism
The profession of scholarship and the intellectual life of a university as well as the field of public policy inquiry depend fundamentally on a foundation of trust. Thus, any act of plagiarism strikes at the heart of the meaning of the university and the purpose of the Schar School. It constitutes a serious breach of professional ethics and it is unacceptable. **Plagiarism is the use of another’s words or ideas presented as one’s own.** It includes, among other things, the use of specific words, ideas, or frameworks that are the product of another’s work. Honesty and thoroughness in citing sources is essential to professional accountability and personal responsibility. Appropriate citation is necessary so that arguments, evidence, and claims can be critically examined.

Plagiarism is wrong because of the injustice it does to the person whose ideas are stolen. But it is also wrong because it constitutes lying to one’s professional colleagues. From a prudential perspective, it is shortsighted and self-defeating, and it can ruin a professional career.

The faculty of the Schar School takes plagiarism seriously and has adopted a zero tolerance policy. Any plagiarized assignment will receive an automatic grade of “F.” This may lead to failure for the course, resulting in dismissal from the University. This dismissal will be noted on the student’s transcript. For international students who are on a university-sponsored visa (e.g., F-1, J-1 or J-2), dismissal also results in the revocation of their visa.
To help enforce the Schar School policy on plagiarism, all written work submitted in partial fulfillment of course or degree requirements must be available in electronic form so that it can be compared with electronic databases, as well as submitted to commercial services to which the School subscribes. Faculty may at any time submit student’s work without prior permission from the student. Individual instructors may require that written work be submitted in electronic as well as printed form. The Schar School policy on plagiarism is supplementary to the George Mason University Honor Code; it is not intended to replace it or substitute for it. [http://schar.gmu.edu/current-students/masters-advising/academic-policies-forms/](http://schar.gmu.edu/current-students/masters-advising/academic-policies-forms/)

**Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:** As a faculty member, I am designated as a Responsible Employee and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1412. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (703.380.1434) or Counseling and Psychological Services (CAPS) (703.993.2380). You may also seek assistance from Mason’s Title IX Coordinator by calling 703.993.8730 or e-mailing cde@gmu.edu.

**Resources:**
GMU Writing Center [http://writingcenter.gmu.edu/](http://writingcenter.gmu.edu/)
GMU Libraries [http://library.gmu.edu/](http://library.gmu.edu/)
GMU Counseling and Psychological Services [http://caps.gmu.edu/](http://caps.gmu.edu/)

**Course Outline**

**January 22  Topic: Introduction to Class, Introduction to Policy and Program Evaluation**

**Study Assignment for January 22nd:**

**Assignment (due January 29th):**
Think about a (a) federal, (b) state, (c) county, or (d) municipal program to be synthesized for the final project. Be prepared to present your thoughts in class.

**January 29  Topic: Introduction to Designing Evaluations**

**Study Assignments for January 29th:**

Guest Speaker: Helen McManus, Schar School Library Liaison.

Please bring a laptop or tablet to class.
Please bring the worksheet “Nam et al. (2013)” to class, available on Blackboard.

**Assignment (due February 5th):**
Think about a (a) federal, (b) state, (c) county, or (d) municipal program to be synthesized for the final project. Be prepared to present your thoughts in class.

**February 5**
**Topic: Program Evaluation: A Prelude**

**Study Assignments for February 5th:**


Please bring the worksheet “Weathers & Bailey (2014)” to class, available on Blackboard.

**February 12**
**Topic: Evaluation Questions and Evidence of Merit**

**Study Assignments for February 12th:**

Please bring the worksheet “Bowen et al. (2014)” to class, available on Blackboard.

Assignment (due February 19th):
Think about a (a) federal, (b) state, (c) county, or (d) municipal program to be synthesized for the final project. Be prepared to present your thoughts in class.

February 19  Topic: Designing Program Evaluations
Study Assignments for February 19th:


Please bring the worksheet “Browne & LaLumia (2014)” to class, available on Blackboard.

Assignment (due February 26th):
Prepare a draft of at least 200 words about a potential program evaluation synthesis for a (a) federal, (b) state, (c) county, or (d) municipal program. Submit this draft to kanacker@gmu.edu.

February 26  Topic: Sampling
Study Assignments for February 26th:


Please bring the worksheet “Heinrich et al. (2014)” to class, available on Blackboard.

Assignment (due March 5th):
Think about a (a) federal, (b) state, (c) county, or (d) municipal program to be synthesized for the final project. Be prepared to present your thoughts in class.
March 5

Topic: Collecting Information: The Right Data Sources

Study Assignments for March 5th:


Please bring the worksheet “Hemelt & Marcotte (2013)” to class, available on Blackboard.

Assignment (due March 12th):
Think about a (a) federal, (b) state, (c) county, or (d) municipal program to be synthesized for the final project. Be prepared to present your thoughts in class.

March 12

Topic: Evaluation Measures

Study Assignments for March 12th:


Please bring the worksheet “Bennear et al. (2013)” to class, available on Blackboard.

Assignment (due March 19th):
Be prepared to talk about the status of your program evaluation synthesis in class.

March 19

Topic: Analyzing Evaluation Data

Study Assignments for March 19th:

Please bring the worksheet “Imberman & Kugler (2014)” to class, available on Blackboard.

Assignment (due March 26th):
Prepare a draft of at least 400 words about a potential program evaluation synthesis for a (a) federal, (b) state, (c) county, or (d) municipal program. Submit this draft to kanacker@gmu.edu.

March 26 Topic: Analyzing Evaluation Data
Study Assignments for March 26th:


Please bring the worksheet “Wolf et al. (2013)” to class, available on Blackboard.

Assignment (due April 2nd):
Be prepared to talk about the status of your program evaluation synthesis in class.

April 2 Topic: Evaluation Reports
Study Assignments for April 2nd:

Jacob Leos-Urbel (2014) “What is a Summer Job Worth? The Impact of Summer Youth Employment on academic Outcomes” *Journal of Policy Analysis and Management* 33.4, 891-911. [available at GMU Libraries]

Please bring the worksheet “Leos-Urbel (2014)” to class, available on Blackboard.
note: April 4th to 7th instructor at academic conference of the Urban Affairs Association (UAA) in Toronto/Canada– intermittent access to e-mail – apologies for delay in responding

April 9        Class held on Monday, March 12th

note: April 9th – 14th instructor at academic conference of the American Association of Geographers (AAG) in New Orleans, LA – intermittent access to e-mail – apologies for delay in responding

April 16      Topic: In-class presentations of final project
April 23      Topic: In-class presentations of final project
April 30      Topic: In-class presentations of final project

May 7         Reading Day – no class

May 14        Topic: In-class presentations of final project

Grades will be posted on patriotweb.gmu.edu after May 16th, 10pm.

Graded finals will be available at the following locations:
  o  from Thursday, May 17, 2018 to Monday, December 31, 2018: Susan McClure (Founders Hall 514; mmcclure@gmu.edu; 703.993.4108)
  o  from Tuesday, January 1, 2019 to Sunday, June 30, 2019: GMU Records Management (please make arrangements with the instructor)
  o  after Monday, July 1, 2019 finals will be shredded