Welcome to PA 311: Policy Analysis & Program Evaluation. In this advanced graduate-level seminar geared toward current and aspiring public administrators and policy analysts, students will learn hands-on knowledge about prominent program evaluation and policy analytical methods. Specific methods covered in this course include logic models, implementation evaluation, program monitoring, quasi-experimentation, randomized experiments, meta-analysis, systematic reviews, evaluation syntheses, meta-evaluation, decision analysis, and mixed quantitative and qualitative analyses of a broad spectrum of public policy problems and solutions. Students are engaged in rigorous learning about the fundamental mechanisms of these methodologies, critically evaluating their applications in various substantive policy domains and applying these methodologies to analyze and evaluate current policy problems and programs at all levels of the government and intergovernmental policy regimes.

**COURSE OBJECTIVES AND COMPETENCY LEARNING GOALS**

At the completion of this course, students are expected to be able to:

- Understand a wide range of policy analytical and program evaluation methodologies;
• Engage in applying these methodologies to substantive policy problems and programs
• Critically analyze discourses surrounding policy and governance of government programs
• Compare quantitative, qualitative and systems modeling approaches for policy analysis and program evaluation
• Develop and refine research, writing, analytical, and problem-solving skills

This course extensively covers the following core Master of Public Administration (MPA) competencies:
• To lead and manage public governance
  o Public, private & non-profit sector collaboration and conflicts
  o Systems dynamics
• To participate in and contribute to the policy process
  o Political theory and practice
  o Policy streams, cycles and systems
  o Problem identification
  o Policy implementation
  o Policy analysis and evaluation
• To analyze, synthesize, think critically, solve problems and make decisions
  o Program evaluation and action research
  o Organizational learning and development

This course also exposes students to the following core MPA competencies:
• To articulate and apply a public service perspective
  o Authentic citizen participation and community
  o Social and economic equity
• To communicate and interact productively with a diverse and changing workforce and citizenry
  o Pluralism/multiculturalism/cultural diversity
  o Coalition and team building
  o Information systems and technology

AN ADVANCED GRADUATE SEMINAR

This course is designed as an advanced graduate-level seminar; all students are expected to take an active leadership role in stimulating class discussions on readings, assignments and relevant policy discourses. The emphasis is on learning-by-doing so students are expected to apply the specific methodologies covered in this class on real-world public policy issues and programs. Active participation in the seminar discussions will help students achieve the course objectives through an interactive learning experience. Students will engage in multiple real-world policy analytical and program evaluation studies to apply and refine the concepts, skills and tools discussed during the class.

COURSE WEBSITE
A course website is created on Blackboard, which can be accessed at https://bb.uvm.edu. All power point presentations, additional readings, and assignments will be available at the Blackboard website.

**TEXTS AND OTHER READINGS**

**Required:**


Additional readings, shown in the *italics* in the Calendar, will be uploaded on the Blackboard website for this class.

**CALENDAR**

<table>
<thead>
<tr>
<th>Date</th>
<th>Topics and Readings</th>
</tr>
</thead>
</table>
| August 29   | **Topic:** An Overview of Systematic Approaches to Program Evaluation and Policy Analysis  
**Background Readings:**  
Newcomer et al., Chapters 1-2  
Patton et al. Chapter 1 |
| September 5 | **Topic I:** Logic Models  
**Readings:** Newcomer et al., Chapter 3; Patton et al. Chapter 9 |
|             | **Topic II:** Using Agency Records  
**Readings:** Newcomer et al., Chapter 13 |
| September 12| **Topic I:** Implementation Evaluation and Program Monitoring  
**Readings:** Newcomer et al., Chapters 4 and 5 |
|             | **Topic II:** Using Surveys  
**Readings:** Newcomer et al., Chapter 14 |
| September 19| **Topic I:** Quasi-experiments  
**Readings:** Newcomer et al., Chapters 6 |
<p>|             | <strong>Topic II:</strong> Using the Internet |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic I:</th>
<th>Topic II:</th>
<th>Readings:</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 26</td>
<td>Randomized Experiments</td>
<td>Collecting Data in the Field</td>
<td>Newcomer et al., Chapters 18 and 23</td>
</tr>
<tr>
<td>October 3</td>
<td>Conducting Case Studies</td>
<td>Conducting Semi-Structured Interviews</td>
<td>Newcomer et al., Chapters 6</td>
</tr>
<tr>
<td>October 10</td>
<td>Designing Multisite Evaluations</td>
<td>Conducting Focus Groups</td>
<td>Newcomer et al., Chapter 8</td>
</tr>
<tr>
<td>October 17</td>
<td>Meta-analysis, Systematic Reviews and Evaluation</td>
<td>Evaluation Challenges, Issues and Trends</td>
<td>Newcomer et al., Chapter 10</td>
</tr>
<tr>
<td>October 24</td>
<td>Cost-Effectiveness and Cost-Benefit Analysis</td>
<td></td>
<td>Newcomer et al., Chapter 17</td>
</tr>
<tr>
<td>October 31</td>
<td>The Policy Analysis Process</td>
<td></td>
<td>Newcomer et al., Chapters 19 and 22</td>
</tr>
<tr>
<td>November 7</td>
<td>The Analysis of Problem Formulation</td>
<td></td>
<td>Patton et al., Chapter 2 and 3</td>
</tr>
<tr>
<td>November 14</td>
<td>Evaluation Criteria &amp; Policy Alternatives</td>
<td></td>
<td>Patton et al., Chapter 4</td>
</tr>
<tr>
<td>November 21</td>
<td></td>
<td></td>
<td>Patton et al., Chapters 5 &amp; 6</td>
</tr>
<tr>
<td>November 28</td>
<td></td>
<td></td>
<td>Patton et al., Chapters 7 and 8</td>
</tr>
<tr>
<td>December 5</td>
<td>Revisiting the Big Picture of Policy Analytical and</td>
<td></td>
<td>Patton et al., Chapters 9 and 10</td>
</tr>
<tr>
<td></td>
<td>Program Evaluation Methods</td>
<td></td>
<td>Patton et al., Chapters 11 and 12</td>
</tr>
</tbody>
</table>

**ASSIGNMENTS AND GRADING**

Majority of the assignments are geared towards providing you hands-on experience in
conducting public policy analysis and evaluation and applying specific methodologies on real-world public policy issues and programs. There will be ten worksheets that will be extensively discussed in the class and uploaded on the blackboard website throughout the semester. These worksheets will provide students an opportunity to apply and assess the pros and cons of prominent policy analytical and program evaluation methodologies that are covered in the course. Second, students will work on an individual project, in which they will comprehensively apply at least two methodologies covered in this course to analyze a real world public policy or evaluate a government program in the substantive area of their policy interest. The individual project assignment will lead to the development of at least one publishable quality policy research paper. More detailed instructions about worksheets and individual project will be uploaded on the blackboard website and extensively discussed in the class. Student participation in the class and leadership activities will also be evaluated. NO LATE ASSIGNMENTS WILL BE ACCEPTED UNLESS THERE ARE EXTRAORDINARY CIRCUMSTANCES THAT JUSTIFY A LATE SUBMISSION. Overall grading weights for each of these assignments and class participation are as follows:

(1) **Worksheets (60%)**

Worksheet 1: Logic Models (6%)

Worksheet 2: Implementation Evaluation & Program Monitoring (6%)

Worksheet 3: Quasi-Experiments (6%)

Worksheet 4: Randomized Experiments (6%)

Worksheet 5: Case Studies (6%)

Worksheet 6: Multi-site Evaluations (6%)

Worksheet 7: Meta-Analysis and Evaluation Syntheses (6%)

Worksheet 8: Cost-Effectiveness and Cost-Benefit Analysis (6%)

Worksheet 9: Policy Analysis I (6%)

Worksheet 10: Policy Analysis II (6%)

(2) **Individual Project on Policy Analysis and Program Evaluation (30%)**

(3) **Class Participation (10%)**

**Inclusiveness:**
Disability/Access: In keeping with University policy, any student with a documented disability interested in utilizing accommodations should contact ACCESS, the office of Disability Services on campus. ACCESS works with students to create reasonable and appropriate accommodations via an accommodation letter to their professors as early as possible each semester. Contact ACCESS: A170 Living/Learning Center - 802-656-7753 - access@uvm.edu.

Religious Holidays: Students have the right to practice the religion of their choice. If you need to miss class to observe a religious holiday, please submit the dates of your absence to me in writing by the end of the second full week of classes. You will be permitted to make up work within a mutually agreed-upon time.

Student Rights and Responsibilities

Academic Integrity Policy

1. Students may not plagiarize.
   All ideas, arguments, and phrases, submitted without attribution to other sources must be the creative product of the student. Thus, all text passages taken from the works of other authors (published or unpublished) must be properly cited. The same applies to paraphrased text, opinions, data, examples, illustrations, and all other creative work. Violations of this standard constitute plagiarism.

2. Students may not fabricate.
   All experimental data, observations, interviews, statistical surveys, and other information collected and reported as part of academic work must be authentic. Any alteration, e.g., the removal of statistical outliers, must be clearly documented. Data must not be falsified in any way. Violations of this standard constitute fabrication.

3. Students may not collude.
   Students may only provide, seek or accept information about any academic work to or from another student with the authorization of the instructor. Students may only collaborate on academic work within the limits prescribed by their instructors. Violations of this standard constitute collusion.

4. Students may not cheat.
   Students must adhere to the guidelines provided by their instructors for completing academic work. Students may not claim as their own work any portion of academic work that was completed by another student. Students may only use materials approved by their instructor when completing an assignment or exam. Students may not present the same (or substantially the same) work for more than one course without obtaining approval from the instructor of each course. Students must adhere to all course reserves regulations. Violations of this standard constitute cheating.

Grade Appeals

A student who believes that s/he has received an unfair course grade should first contact the registrar’s office to verify that the grade submitted by the instructor is the same grade the registrar has recorded. If the grade has been recorded correctly, the student should next contact the instructor, department chair, and dean of the college/school in which the course is offered (in that order) to discuss the matter.

The following deadline must be observed by the student who wishes to appeal a grade (though extensions may be granted by the dean of the college / school offering the course).
The student should contact the instructor as soon as possible, and no later than the tenth day of instruction of the semester following the assignment of the grade in question. No grade can be appealed after the student has graduated.

**Educational Records and Privacy**

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records.

- The right to inspect and review the student's education records within 45 days of the day the University receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect.

The right to request the amendment of the student's education records that the student believes to be inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA. Students may write the University official responsible for the record to ask that it be amended, and should clearly identify the part of the record they want changed and specify why it is inaccurate, misleading, or otherwise in violation of their privacy rights under FERPA.

---

**RELEVANT PUBLIC POLICY JOURNALS**

1. Advances in Economic Analysis & Policy
4. American Foreign Policy Interests: The Journal of the National Committee on American Foreign Policy
5. The American Journal of Tax Policy
6. American University Journal of Gender, Social Policy, and the Law
7. Analyses of social issues and public policy
8. Applied Economic Perspectives and Policy
9. Applied Health Economics and Health Policy
10. Applied Spatial Analysis and Policy
12. Asian Politics and Policy
13. Assessment in Education: Principles, Policy & Practice
14. Canadian-American Public Policy
15. Canadian journal of educational administration and policy
16. Canadian Public Policy : Analyse de Politiques
17. Clean Technologies and Environmental Policy
18. Climate Policy
20. Communication Law and Policy
21. Comparative Labor Law & Policy Journal
22. Consumer Economic Policy
23. Contemporary Economic Policy
25. Criminology & Public Policy
26. Critical Social Policy
27. Defense & Foreign Affairs' Strategic Policy
29. Drugs: Education, Prevention, & Policy
30. Duke Environmental Law and Policy Forum
32. Economic Papers: A journal of applied economics and policy
33. Economic policy
34. Educational evaluation and policy analysis
35. Educational Policy
36. Educational research for policy and practice
37. Energy policy
38. Energy Sources, Part B: Economics, Planning and Policy
40. Environmental Policy and Governance
41. Environmental Policy and Law
42. Environmental science & policy
43. European journal of housing policy
44. European Social Policy
45. Food policy
46. Foreign policy
47. Foreign policy analysis
48. Forest policy and economics
49. Genomics, society and policy
50. German Policy Studies
52. Global Social Policy
53. Harvard Journal of African American Public Policy
54. Harvard journal of law and public policy
55. Health Economics, Policy and Law
56. Health policy
57. Health policy and planning
58. Health Research Policy and Systems
59. Higher Education Management and Policy
60. Housing policy debate
61. Information economics and policy
62. Information Infrastructure and Policy
63. Innovation: Management, Policy & Practice
64. International Economics and Economic Policy
65. International Journal of Cultural Policy
66. International Journal of Drug Policy
67. International Journal of Sociology and Social Policy
68. Journal for critical education policy studies
69. Journal of accounting and public policy
70. Journal of Business Administration and Policy Analysis
71. **Journal of comparative policy analysis**
72. Journal of Consumer Policy
73. Journal of Disability Policy Studies
74. Journal of Economic Policy Reform
75. Journal of Education Policy
76. Journal of Educational Administration and Policy Studies
77. Journal of Environmental Assessment Policy and Management
78. Journal of Environmental Policy and Planning
79. Journal of European public policy
80. Journal of European Social Policy
81. Journal of Health Politics, Policy & Law
82. Journal of Higher Education Policy and Management
83. Journal of International Wildlife Law & Policy
84. Journal of Natural Resources Policy Research
85. Journal of Policy Analysis & Management
86. Journal of Policy History
87. Journal of policy modeling
89. Journal of public health policy
90. Journal of Public Policy
91. Journal of Public Policy & Marketing
92. Journal of social policy
94. Journal of Transportation Law, Logistics, and Policy
95. Knowledge and Policy
96. Knowledge, Technology & Policy
97. Land use policy
98. Language Policy
99. Latin American Policy
100. Law & policy
101. Marine policy
102. Maritime Policy & Management
103. Middle East policy
104. OECD journal of competition law and policy
105. Outlook on Science Policy
106. Perspectives: Policy and Practice in Higher Education
107. Pharmaceuticals policy and law
108. Philosophy & Public Policy Quarterly
111. Policy & Practice
112. Policy and Society
113. Policy, Politics, & Nursing Practice
114. Policy Review
115. Policy Sciences
116. Policy Studies Journal
117. Policy studies : the journal of the Policy Studies Institute
118. Politics & policy
119. Population research and policy review
120. **Public policy and administration**
121. **Public policy research**
122. Public Works Management & Policy
123. Regional Science Policy & Practice
124. Research policy
125. Review of environmental economics and policy
126. **Review of Policy Research**
127. Science and Public Policy
128. Sexuality Research and Social Policy
129. Social Issues and Policy Review
130. Social Philosophy and Policy
131. Social Policy
132. Social Policy & Administration
133. Social Policy and Society
134. Space Policy
135. Sustainability: science, practice, & policy
136. Transport policy
137. Transportation Research Part A: Policy and Practice
138. Urban Policy and Research
139. Utilities policy
140. World policy journal