



Syllabus

PA 311: Policy Analysis & Program Evaluation

Fall 2017

Room: Old Mill 523

Tuesdays, 04:35 – 07:35 pm

Instructor: Asim Zia, Ph.D.
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Office Hours: Tuesdays: 1 - 3 pm. Appointments at other times can also be made by email or telephone.

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**
 - Public, private & non-profit sector collaboration and conflicts
 - Systems dynamics
- To participate in and contribute to the **policy process**
 - Political theory and practice
 - Policy streams, cycles and systems
 - Problem identification
 - Policy implementation
 - Policy analysis and evaluation
- To **analyze, synthesize, think critically, solve problems and make decisions**
 - Program evaluation and action research
 - Organizational learning and development

This course also exposes students to the following core MPA competencies:

- To articulate and apply a **public service perspective**
 - Authentic citizen participation and community
 - Social and economic equity
- To **communicate** and interact productively with **a diverse and changing workforce and citizenry**
 - Pluralism/multiculturalism/cultural diversity
 - Coalition and team building
 - 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:

Newcomer, Kathryn E.; Harry P. Hatry; and Joseph S. Wholey (2015) *Handbook of Practical Program Evaluation (Jossey Bass Nonprofit & Public Management Series)*. 4th Edition. Jossey-Bass. ISBN: 978-1-118-89360-9

Patton, Carl; David Sawicki; and Jennifer Clark (2016) *Basic Methods of Policy Analysis and Planning*. 3rd Edition. Routledge. ISBN: 978-0137495092

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

CALENDAR

Date	Topics and Readings
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 Topic II: Using the Internet

	Readings: Newcomer et al., Chapters 18 and 23
September 26	Topic I: Randomized Experiments Readings: Newcomer et al., Chapters 6 Topic II: Collecting Data in the Field Readings: Newcomer et al., Chapter 17
October 3	Topic I: Conducting Case Studies Readings: Newcomer et al., Chapter 8 Topic II: Conducting Semi-Structured Interviews Readings: Newcomer et al., Chapters 19 and 22
October 10	Topic I: Designing Multisite Evaluations Readings: Newcomer et al., Chapter 10 Topic II: Conducting Focus Groups Readings: Newcomer et al., Chapter 20
October 17	Topic I: Meta-analysis, Systematic Reviews and Evaluation Syntheses Readings: Newcomer et al., Chapter 25 Topic II: Evaluation Challenges, Issues and Trends Readings: Newcomer et al., Chapter 31
October 24	Topic I : Cost-Effectiveness and Cost-Benefit Analysis Readings: Newcomer et al., Chapter 24
October 31	Topic I: The Policy Analysis Process Readings: Patton et al. Chapters 2 and 3
November 7	Topic I: The Analysis of Problem Formulation Readings: Patton et al. Chapter 4
November 14	Topic I: Evaluation Criteria & Policy Alternatives Readings: Patton et al. Chapters 5 & 6
November 21	<i>No Class: Thanksgiving Break</i>
November 28	Topic I: Evaluating Alternative Policies Readings: Patton et al. Chapters 7 and 8
December 5	Topic: Revisiting the Big Picture of Policy Analytical and Program Evaluation Methods <i>Student Presentations</i>

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
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1. Advances in Economic Analysis & Policy
2. Agenda: A Journal of Policy Analysis & Reform
3. American Economic Journal: Economic 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
11. Asian American Policy Review
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
19. Colorado Journal of International Environmental Law and Policy
20. Communication Law and Policy
21. Comparative Labor Law & Policy Journal
22. Consumer Economic Policy
23. Contemporary Economic Policy
24. Cornell Journal of Law and Public Policy
25. Criminology & Public Policy
26. Critical Social Policy

27. Defense & Foreign Affairs' Strategic Policy
28. Development Policy Review
29. Drugs: Education, Prevention, & Policy
30. Duke Environmental Law and Policy Forum
31. Economic & Financial Policy Review
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
39. Environmental Economics and Policy Studies
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
51. Global Environmental Change: Human and Policy Dimensions
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**
- 88. Journal of Public Administration and Policy Research**
89. Journal of public health policy
- 90. Journal of Public Policy**
91. Journal of Public Policy & Marketing
92. Journal of social policy
93. Journal of Transport Economics and 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
109. Policing: A Journal of Policy and Practice
- 110. Policy: A Journal of Public Policy and Ideas**
- 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