

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET
See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Patria de Lancer Julines	Phone: 6053
DEPARTMENT / DIVISION: School of Public Affairs		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected): Add a new specialization course to the DPA program – PUAD 834 Advanced Seminar in Evaluation: Theories and Techniques (3credits)		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input type="checkbox"/> Spring <input checked="" type="checkbox"/> Year: 2010		

Box 1: TYPE OF ACTION	ADD(NEW) <input checked="" type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY <input type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input type="checkbox"/>	Graduate <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)	DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
1. Experimental Course ¹	NOP	a, c, e	AC
2. Course Title	NO		ABCD
3. Course Credits	NO		ABCD
4. Course Number	NO		ABCD
5. Course Level	NO		ABCD
6. Pre & Co-Requisite	NO		ABCD
7. Course Description	NOP		ABCDEF
X 8. New Course	NOP		ABCDEF
9. Deactivate a Course	NO		ABCDEF
10. Program Requirements	NO	b, c, d, e	ABCDEF
11a. UG Specialization (24 credits or less)	NO	a, b, c, d, e	ABCDEF
11b. Masters Specialization (12 credits or less)	NO	a, b, c, d, e	ABCDEF
11c. Doctoral Specialization (18 credits or less)	NO	a, b, e	ABCDEF
12. Closed Site Program	NOT	e	ABCDHIK
13. Program Suspension ⁹	NO,5	a, e	ABCDEGIK
14a. Certificate Program (ug/g) exclusively within existing degree program	NO	a, c, e	ABCDEFHIK
14b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	NOQR, 6	a, c, e	ABCDEFHJL
15. Off-Campus Delivery of Existing Program	NO, 4	a, b, c, e	ABCDHIL
16a. UG Concentration (exceeds 24 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
16b. Masters Concentration (exceeds 12 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
16c. Doctoral Concentration (exceeds 18 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
17. Program Title Change	NO, 5	a, c, d, e	ABCDEFHJL
18. Program Termination	NO, 10	d, e	ABCDEFHJK
19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFHJL
20. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)			
X	N. This Cover Sheet		Q. Full 5-page MHEC Proposal
X	O. Summary Proposal		R. Financial Tables (MHEC)
X	P. Course Definition Document		S. Contract
			T. Other

- Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.
- Codes: a) Library Services (Langsdale or Law) b) Office of Technology Services c) University Relations d) Admissions
- Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.
- One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services (MHEC requirement)
- One-page letter with description and rationale (MHEC requirement)
- One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources. (MHEC requirement)
- Learning objectives, assessment strategies; fit with UB strategic plan
- Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal. (MHEC requirement)
- Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET (Page 2 of 2)

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Add a new specialization course to the DPA program – PUAD 834 Advanced Seminar in Evaluation: Theories and Techniques (3credits)

10. Provide:
- evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution.
 - proposed date after which no new students will be admitted into the program;
 - accommodation of currently enrolled students in the realization of their degree objectives;
 - treatment of all tenured and non-tenured faculty and other staff in the affected program;
 - reallocation of funds from the budget of the affected program; and
 - existence at other state public institutions of programs to which to redirect students who might have enrolled in the program proposed for abolition.
11. University Council review (for a recommendation to the President or back to the Provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.

Box 5: IMPACT REVIEW	SIGNATURES (see procedures for authorized signers)	DATE
a. Library <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Laura A. Wilson Gentry</i>	5/12/09
B. Final faculty review body within each School	Chair: <i>Neatha Pfeiffer</i>	5/14/09
C. College Dean	Dean: <i>Ray W. Turner</i>	5/21/09
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>Margy Weber for Susan Zauer</i>	6/1-09
E. Curriculum Review Committee (UFS subcommittee)	Chair:	
F. University Faculty Senate (UFS option)	Chair:	
G. University Council (see # 11 above)	Chair:	
H. President	President:	
I. Board of Regents – notification only		
J. Board of Regents – approval		
K. MHEC – notification only		
L. MHEC – approval		

DOCUMENT O: SUMMARY PROPOSAL

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SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Patria de Lancer Julnes	Phone: 6053
DEPARTMENT / DIVISION: School of Public Affairs		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
Add a new specialization course-- Advanced Seminar in Evaluation: Theories and Techniques (PUAD 834)- 3 credits		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

O-1: Briefly describe what is being requested:

This is to create a new specialization course Advanced Seminar in Evaluation: Theories and Techniques (PUAD 834)

For new courses or changes in existing courses (needed by Registrar)		
OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title:	Course # / HEGIS Code:	Credits:

O-2: Set forth the rationale for the proposal:

With the addition of a core course in program evaluation, the curriculum will be well complemented by a specialization in program evaluation. It is important to note that this builds on current competency among the SPA faculty and that it opens new opportunities for student recruitment to the DPA program. These opportunities include recruiting individuals who are currently consulting with government or want to obtain evaluation contracts from government.

Document P

1. Date Prepared: April 6, 2009
2. Prepared by: George Julnes
3. Department: Public Administration
4. Course Numbers: PUAD 834
5. Course Title: Advanced Seminar in Evaluation: Theories and Techniques
6. Credit Hours: 3
7. Prerequisites: PUAD 817, Introduction to Program and Policy Evaluation
8. Course Purpose: Elective Doctoral Seminar
9. Rationale: Doctoral students in Public Administration who wish to have a specialization in Program and Policy Evaluation need to master both the foundational literature in evaluation and the new literature that is always emerging. This seminar will require considerable reading and discussion to provide a more advanced understanding of the evaluation literature that will prepare students to write sophisticated literature reviews for method-focused grant applications as well as for publication.
10. Catalog Description: This course helps doctoral students in Public Administration wishing to specialize in program and policy evaluation to achieve mastery of (1) the basic concepts and theories of evaluation and also (2) the recent literature of the field. This mastery will prepare students to contribute as professionals to the field of evaluation.
11. Suggested class size: 6 to 10
12. Content Outline: As a doctoral seminar that focuses on current literature, the topics covered will change somewhat across years. The core of the course, however, will remain stable around the following concepts.
 1. Five components of adequate evaluation theories (social programming, knowledge development, valuing, knowledge use, and)practice
 2. First generation evaluation scholars (Campbell & Scriven)
 3. Second generation evaluation scholars (Weiss, Wholey, & Stake)
 4. Third generation evaluation scholars (Cronbach & Rossi)
 5. Prescriptive and descriptive theories of valuing
 6. Prescriptive and descriptive theories of practice

7. Current literature on evaluation methods
8. Current literature on evaluation use
9. Current literature on evaluation theory
10. Current literature on evaluation practice

13. Learning Goals: Students in this class will achieve the following objectives:
 1. Understand the development of evaluation theory and practice
 2. Understand the basic ideas that distinguish evaluation theories
 3. Be able to analyze theories in terms of their component views of social programming, knowledge development, valuing, knowledge use, and practice.
 4. Be able to apply the classificatory frameworks derived from early scholars to the current evaluation literature
 5. Use the understanding involved in the above objectives to write a report that constitutes an original contribution to the field of evaluation.
14. Assessment Strategies: Assessment will make use of weekly think-pieces, exams and semester research report completed in parts
15. Texts: Texts will include: *Foundations of Program Evaluation*, (1991), by Shadish, Cook, & Leviton and recent volumes of *New Directions for Evaluation*.
16. Lab Fees: None