



## Texas A&M University-Commerce

### EDAD 639 Educational Program Evaluation for School Leaders

Department of Educational Leadership  
College of Education and Human Services

#### Course Syllabus

[See new statement on use of AI](#)

**Instructor: Peter Williams, PhD**, Associate Professor, Educational Leadership

**Office Location: Virtual**

**Office Hours: Mondays 5-6 pm via Zoom; & by Appointment-**

**Appointments: <https://peterwilliams.youcanbook.me>**

**Office Phone: 903.886.5577** (Ed Leadership Office; Cell available within D2L)

**University Email Address: [Peter.Williams@tamuc.edu](mailto:Peter.Williams@tamuc.edu)**

#### Required Texts

1. American Psychological Association. (2020). *Publishing manual of the American Psychological Association (7th ed.)*. Washington, DC: American Psychological Association. ISBN: 978- 1433805615
2. *Mixed Methods for Policy Research and Program Evaluation* 1st Edition  
by [Patricia E. Burch](#) (Author), [Carolyn J. Heinrich](#) (Author)  
ISBN-13: 978-1452276625  
ISBN-10: 1452276625
3. *Evaluating School Programs: An Educator's Guide*  
by [James R. Sanders](#) and Carolyn D. Sullins  
ISBN-13: 978-1412925242  
ISBN-10: 141292524X

#### Course Description

EDAD 639 will focus on theory and practice of evaluation including research methods and design strategies to measure program outcomes and skills to evaluate personnel and projects. The course will include components of evaluation models and management of educational functions, and skills in preparing and communicating evaluation findings.

#### Student Learning Outcomes

*The syllabus/schedule are subject to change.*

The purpose of the doctoral program is to produce a graduate who has developed breadth of vision, a capacity for interpretation, and the ability to carry out critical investigations. The doctoral student is expected to gain many new concepts, zeal for adding to the sum of human knowledge, and the ability to conduct original research and to think clearly and independently. The student must also develop the professional competencies necessary for the application of knowledge in the essential areas of human and public interest. Guidance toward extended reading and research is an integral part of graduate study. To assist students in achieving the state purposes of the doctoral program, the following goals/objectives have been developed for this course. Upon successful completion of this course, students will:

1. Demonstrate the purposes and importance of educational program evaluation.
2. Analyze the interdependent relationship between the dimensions of management and evaluation.
3. Differentiate between a variety of program evaluation models and the individuals associated with their development and use.
4. Compare and contrast historical and current literature in the area of program evaluation.
5. Apply the knowledge and skills of evaluation to existing programs and the planning of new programs.
6. Evaluate a variety of measures/data gathering techniques available for use in program evaluation.
7. Assess the complexity of the relationships between educational program evaluation and other elements, including, but not limited to, ethics, politics, communication, finances, decision-making, curriculum development and implementation, staff development, accreditation, school reform/restructuring, and teacher evaluation.

## **COURSE REQUIREMENTS**

### **Performance Expectations**

Student performance evaluation for this course will be based on the below listed activities/assignments. Directions for the completion of the assignments and due dates are posted in the course.

<b>Applications to Your Work Written Assignments</b>	<b>20%</b>
<b>Journal Article Critiques</b>	<b>20%</b>
<b>Peer Review &amp; Feedback Discussion</b>	<b>20%</b>
<b>Program Evaluation Plan</b>	<b>40%</b>

### **Grading Scale**

The grading scale listed below is a guide. The instructor reserves the right to evaluate and assign the final course grade.

90%-100% A  
80%- 89% B  
70-79% C  
60%-69% D  
Below 60% F

*The syllabus/schedule are subject to change.*

### **Policy on Late Work**

I will not accept late work in this course without permission ahead of time. As doctoral students, punctuality and professionalism of assignments are expected. This class moves quickly and falling behind is usually detrimental to the quality of your work and therefore your grade.

## **TECHNOLOGY REQUIREMENTS**

### **LMS**

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## **ACCESS AND NAVIGATION**

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

*The syllabus/schedule are subject to change.*

## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### **Interaction with Instructor Statement**

Email is the preferred method: [Peter.Williams@tamuc.edu](mailto:Peter.Williams@tamuc.edu)

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

*The syllabus/schedule are subject to change.*

## Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

### **AI use in course [Draft, May 25, 2023]**

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

13.99.99.R0.03 Undergraduate Academic Dishonesty

13.99.99.R0.10 Graduate Student Academic Dishonesty

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

#### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

*The syllabus/schedule are subject to change.*

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-

*The syllabus/schedule are subject to change.*

Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer. Web url: <http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## COURSE OUTLINE / CALENDAR

**June 6-August 11, 2022**

Module	Topic	Textbook Readings & Discussions	Assignments & Due Dates
<b>Week 1 First Class Day Monday 6/5</b>			
<b>Module 1</b>	Course Orientation Why Evaluate School Programs? <b>End of first week/module is Sunday</b>	Lesson Reading Chapter 1 from both texts; Watch videos <b>Discussion:</b> Introductions; Peer Review-Feedback (PRF): Benefits and Purpose of program evaluation	Discussion Introductions Due date On or before 6/10
<b>Week 2 - 6/12</b>			
<b>Module 2</b>	Evaluation Questions	Article: Unmasking the Inequitable Discipline Experiences <b>Discussion:</b> Peer Review-Feedback Cont'd	Application To Your Work #1: Eval questions. Due 6/18
<b>Week 3 – 6/20 (6/19 is Juneteenth, University Closed)</b>			
<b>Module 3</b>	Conceptualizing the Evaluation using	Both texts, Chapter 2	

*The syllabus/schedule are subject to change.*

	Mixed Methods	Watch video <b>Discussion:</b> Continue as needed	
<b>Week 4 – 6/26</b>			
<b>Module 4</b>	Application: Research to Practice Collaborative		Application to your work #2 Due: 7/2
<b>Week 5 – 7/3 (7/4 is Independence Day, University Closed)</b>			
<b>Module 5</b>	Article Critiques	Reading: Sanders, chapters 3-5.	Article Critique #1 Due: 7/9
<b>Week 6 – 7/10</b>			
<b>Module 6</b>		Readings: Selected evaluation report article	
<b>Week 7 – 7/17</b>			
<b>Module 7</b>	Designing & Implementing the Evaluation	Readings <b>Sanders, Ch. 6</b> <b>Burch, Ch. 3</b>	Article Critique #2 Due 7/23 (Check for understanding Quiz ungraded)
<b>Week 8 – 7/24</b>			
<b>Module 8</b>	Program Logic Models	Watch video on logic models <b>Discussion:</b> Lit Review Rough Draft	
<b>Week 9 – 7/31</b>			
<b>Module 9 &amp; Final Assignment</b>	Evaluation Tools for Policy	Burch, ch. 4, 5 <b>Discussion:</b> Peer Evaluation- Feedback	
<b>Week 10 – 8/7--8/10</b>			
<b>Module 10</b>	Program Evaluation Assignment	See Program Evaluation Template <b>No Discussion</b>	Final Evaluation Plan Due: 8/8

*The syllabus/schedule are subject to change.*