The University of Western Ontario  
School of Health Studies  

Health Sciences 4205B - Health Program Evaluation

Instructor: Dr. Anita Cramp  
Email: acramp2@uwo.ca  
Office Room Number: HSB 337  
Office Hours: TBD  
Classroom: HSB 35  
Class time: Mondays 2:30 – 4:30pm, Wednesdays 2:30 – 3:30pm

Prerequisite Checking

Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

Please refer to the current Western Academic Calendar at www.westerncalendar.uwo.ca for a list of prerequisites and/or antirequisites.

Course Information

The purpose of this course is to develop students' understanding of program evaluation. Student will become familiar with different types of program evaluation and the steps involved in program evaluation. In addition, students will gain practical experience through a series of in class exercises and assignments that will help develop skills and strategies for preparing and managing evaluation activities.

Course Objectives:

At the outset of this course, you can expect to:

- Have an understanding of the steps involved in program evaluation
- Have an understanding of the different types and methods of program evaluation
- Have an understanding of basic evaluation techniques
- Have an understanding of how to prepare an evaluation plan

Recommended Course Materials

Evaluation

Midterm Test – 25%

The test will consist of multiple choice questions. A more detailed review will take place in class prior to the test. The test will take place during class time on February 29th, 2012.

Group Project – 70%

There will be one major assignment for this class that will be done with a group of approximately 3-4 people. The purpose of the group project is to have students complete a program evaluation plan utilizing all of the information presented during the course. As noted below, the project will be divided into 5 assignments. An outline of each assignment and the marking rubric will be posted on WebCT.

Assignment 1: Summary of the program and purpose of the evaluation - 10%
Assignment 2: Logic Model - 15%
Assignment 3: Full Evaluation Plan - 25%
Assignment 4: Group Presentation of the Evaluation Plan - 15%
Assignment 5: Group Participation Feedback - 5%

Peer Feedback – 5%

Students will receive a mark out of 5% for attending presentations and providing peer feedback. A form for providing presentation feedback will be posted online.

See Course Schedule for assignment due dates. A hard copy of each assignment is due at the start of class on the due date. Late hard copy assignments will have 5% deducted from the assigned grade for every 24-hour period up to 5 days. No assignments will be accepted 5 days after the assigned due date. Students are also required to hand in an electronic copy of their assignment to turnitin.com by the end of the day the assignment is due.

Students may select their own groups. Any concerns regarding group assignments should be discussed with the instructor immediately. A more detailed outline of the assignments will be presented in class and posted on WebCT.

Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Readings</th>
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</thead>
</table>
| 1    | Jan. 9 | Course Introduction
What is Program Evaluation? |                |
<p>|      | Jan. 11| Types of Program Evaluation &amp; Evaluation Steps (5 Step Overview)    | Chapter #1     |
|      |        | Review Assignment #1                                                |                |
| 2    | Jan. 16/18 | Step 1: Identifying the Purpose of the Evaluation and Creating a Logic Model | Chapters #2 and 3 |
|      |        | Review Assignment #2                                                | “Strike it Healthy” |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Chapters or Notes</th>
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</thead>
<tbody>
<tr>
<td>Jan. 18</td>
<td>Establish groups for Group Project</td>
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<tr>
<td>3 Jan. 23/25</td>
<td>Step 2: Evaluation Methods</td>
<td>Chapters #11, 13, 16, 17</td>
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<tr>
<td>4 Jan. 30/Feb 1</td>
<td>Step 3: Develop Tools</td>
<td>Chapter #12</td>
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<td><strong>Feb 1 – Assignment #1 DUE</strong></td>
<td>“Getting Physical on Cigarettes”</td>
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<td>5 Feb. 6/8</td>
<td>Step 4: Gather and Analyze Data</td>
<td>Chapter #19</td>
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<td><strong>Feb 15 – Assignment #2 DUE</strong></td>
<td>“Northern Fruit &amp; Vegetable Program”</td>
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<td>6 Feb. 13</td>
<td><strong>Guest Speaker: Jackie Wood, Thames Valley District School Board</strong></td>
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<td>Review &amp; Assignment #3 Overview</td>
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<td>7 Feb. 20/22</td>
<td>No Class - READING WEEK</td>
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<td>8 Feb. 27</td>
<td>Step 5: Reporting</td>
<td>Chapters # 24, 25</td>
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<td><strong>Midterm</strong></td>
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<td>9 Mar. 5</td>
<td><strong>Guest Speaker: Clair Crooks, Fourth R Project</strong></td>
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<td>Mar. 7 In class group work time</td>
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<tr>
<td>10 Mar. 12/14</td>
<td>Evaluation Standards &amp; Pitfalls</td>
<td>Chapters # 23</td>
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<td><strong>March 14 – Assignment #3 DUE</strong></td>
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<tr>
<td>11 Mar. 19/21</td>
<td>Presentations</td>
<td><strong>Note. Assignment #5 is due on the day of your presentation.</strong></td>
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<td><strong>Peer Evaluations Due</strong></td>
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<tr>
<td>12 Mar. 26/28</td>
<td>Presentations</td>
<td><strong>Peer Evaluations Due</strong></td>
</tr>
<tr>
<td>13 Apr. 2/4</td>
<td>Presentations</td>
<td><strong>Peer Evaluations Due</strong></td>
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<tr>
<td>14 Apr. 9</td>
<td>Course Wrap Up</td>
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**Policy on missed exams**
In the event that a student misses an exam for medical reasons, religious reasons or other extenuating circumstances, appropriate supporting documentation MUST BE provided in writing. Medical documentation must be presented to an academic counsellor in the School of Health Studies, not the instructor. Make up exams for the midterm will be arranged by the course instructor and will be held within one week of the scheduled exam. Make up exams for the final exam will be arranged by the School of Health Studies.

**Creating and maintaining a respectful and productive learning environment**
Disrespectful and disruptive behaviour during class (e.g. persistent talking during lectures, wearing headphones, using cell phones, facebooking, emailing, and/or surfing the Internet for non-class purposes) is considered disrespectful. The professor will use her discretion in deciding how best to deal with the situation. If disruptive behaviour persists, the professor may ask the offending student/s to
stop talking and/or leave the classroom. The professor has the right to end class early and without warning should noise levels persist. In the case that class is ended without warning due to disruptive behaviour, the uncovered material will be considered testable and students will be responsible for this material on future exams.

**Electronic Devices**
The use of laptops in the classroom is permissible for note taking and in class projects/assignments.

Electronic devices will not be allowed during tests and examinations. For final exams, use of communication equipment (e.g., cell phones) is prohibited unless authorized by the examiner.

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**ADDITIONAL STATEMENTS**

**Student Code of Conduct**
The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at The University of Western Ontario, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed, and set out the disciplinary procedures that the University will follow. For more information, visit [http://www.uwo.ca/univsec/board/code.pdf](http://www.uwo.ca/univsec/board/code.pdf).

**English Proficiency for the Assignment of Grades**

**Accommodation for Medical Illness or Non-Medical Absences**
The University recognizes that a student’s ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student’s overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet his/her academic responsibilities.

A UWO Student Medical Certificate (SMC) is required where a student is seeking academic accommodation. This documentation should be obtained at the time of the initial consultation with the physician or walk-in clinic. An SMC can be downloaded under the Medical Documentation heading of the following website: [https://studentservices.uwo.ca/secure/index.cfm](https://studentservices.uwo.ca/secure/index.cfm).
Documentation is required for non-medical absences where the course work missed is more than 10% of the overall grade. Students may contact their Faculty Academic Counselling Office for what documentation is needed.

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner. Documentation for any request for accommodation shall be submitted, as soon as possible, to the appropriate Academic Counselling Office of the student’s Faculty of registration. For BHSc students, you may go to the School of Health Studies Office in HSB room 222.

**Scholastic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following website:
http://www.uwo.ca/univsec/handbook/appeals/scholastic_discipline_undergrad.pdf

Additionally,

1. All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (http://www.turnitin.com).

2. Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

**Support Services**

There are various support services around campus and these include, but are not limited to: