

**MTS SUMMER INSTITUTE**

*Program Evaluation Course*

1999(dls)

**DRAFT**  
(Updated 5/3/99)

**MTS Institute 99; Program Evaluation Course: SCHEDULE-WEEK 1**

<b>Week 1</b>	<b>Monday 6/7/99</b>	<b>Tuesday 6/8/99</b>	<b>Wednesday 6/9/99</b>	<b>Thursday 6/10/99</b>	<b>Friday 6/11/99</b>
9:00-10:00	<ul style="list-style-type: none"> <li>• Overview of the course (dls)</li> <li>• Introductions</li> <li>• Pre-self-rating (1w)</li> <li>• Matrix sample exam (1w)</li> <li>• Overview of <i>The Program Evaluation Standards</i> (dls)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Administration of matrix sample exam and presentation/discussion of Day 1 results (1w)</li> <li>• Review and discussion of Day 1 experiences (dls)</li> <li>• Participants' briefing on <u>metaevaluation</u> (general concept, formative metaevaluation, summative metaevaluation)</li> <li>• Discussion (dls)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Administration of matrix sample exam and presentation/discussion of Day 2 results (1w)</li> <li>• Review and discussion of Day 2 experiences (dls)</li> <li>• Participants' briefing on the <u>CIPP Evaluation Model</u></li> <li>• Discussion (dls)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Administration of matrix sample exam and presentation/discussion of Day 3 results (1w)</li> <li>• Review and discussion of Day 3 experiences (dls)</li> <li>• Presentation on <u>evaluation of mathematics projects</u> (ag, el)</li> </ul>	<ul style="list-style-type: none"> <li>• Administration of matrix sample exam and presentation/discussion of Day 4 results (1w)</li> <li>• Review and discussion of Day 4 experiences (dls)</li> <li>• Participants' briefing on the <u>Project Evaluation Handbook</u></li> <li>• Reaction, elaboration, and discussion (ag, el)</li> <li>• Discussion (ag, el)</li> <li>• Break</li> </ul>
10:00-11:00	<ul style="list-style-type: none"> <li>• Continued presentation of <i>The Standards</i> (dls)</li> <li>• Discussion of <i>The Standards</i></li> <li>• Preparation for simulation exercise (1w)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Participants' briefing on standards readings (<u>ERS Standards, AEA Principles, Joint Committee Personnel Evaluation Standards</u>)</li> <li>• Discussion (dls)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Participants' briefing on <u>Scriven's approach</u></li> <li>• Discussion (dls)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation on <u>evaluation of science education projects</u> (ag, el)</li> <li>• Discussion (ag, el)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Participants' briefing on the <u>Mixed Methods Evaluation Handbook</u></li> <li>• Reaction, elaboration, and discussion (ag, el)</li> <li>• Break</li> </ul>

Week 1	Monday 6/7/99	Tuesday 6/8/99	Wednesday 6/9/99	Thursday 6/10/99	Friday 6/11/99
11:00-12:00	<ul style="list-style-type: none"> <li>• <u>Simulation</u> applying <i>The Standards</i> (lw)</li> </ul>	<ul style="list-style-type: none"> <li>• DLS presentation on <i>Analysis of 22 Alternative Evaluation Approaches</i> (Questions/Method-oriented models, Improvement/Accountability-oriented models, Social mission/Advocacy-oriented models)</li> <li>• Discussion of alternative approaches (dls)</li> <li>• Reading assignment: <i>CIPP Eval. Model</i> paper; Scriven self-instructional guide; and Stake self-instructional guide.</li> </ul>	<ul style="list-style-type: none"> <li>• Participants' briefing on <u>Stake's responsive evaluation</u></li> <li>• Discussion (dls)</li> <li>• Reading assignment (to be selected by Gullickson, Lento, and Miron)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation on <u>evaluation of charter schools</u> (gm)</li> <li>• Reading assignment: <i>User-Friendly Handbooks</i> (1 and 2)</li> </ul>	<ul style="list-style-type: none"> <li>• Continued discussion of both handbooks (ag, el)</li> <li>• Reading assignment (to be selected by McConney)</li> </ul>
1:00-4:00	<ul style="list-style-type: none"> <li>• Continuation of simulation exercise</li> <li>• Assignments for briefing sheets and individual class reports (dls)</li> <li>• Reprise: What did we learn?</li> <li>• Reading assignment: <i>Metaevaluation; Standards; Anal. of 22 Eval. Approaches</i></li> </ul>				<ul style="list-style-type: none"> <li>• Presentation and discussion of the week's experience with the matrix sample exercise (lw) (approx. 2:00 pm)</li> </ul>

**MTS Institute 99; Program Evaluation Course: SCHEDULE-WEEK 2**

<b>Week 2</b>	<b>Monday 6/14/99</b>	<b>Tuesday 6/15/99</b>	<b>Wednesday 6/16/99</b>	<b>Thursday 6/17/99</b>	<b>Friday 6/18/99</b>
8:00-9:00	<ul style="list-style-type: none"> <li>• New participants' self-assessment (lw)</li> </ul>				
9:00-10:00	<ul style="list-style-type: none"> <li>• Introductions</li> <li>• Overview of the week's learning plan</li> <li>• <u>Work sample method</u> (am)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discussion of Day 6 experiences (dls)</li> <li>• How to evaluate <u>standards-based reforms in math</u> (am)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discussion of Day 7 experiences (dls)</li> <li>• How to evaluate Internet instruction and other forms of distance education--continued (am)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discussion of Day 8 experiences (dls)</li> <li>• <u>Contracting</u> for evaluations (jh)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discussion of Day 9 experiences (dls)</li> <li>• Effectively addressing <u>multiple audiences</u> (jh)</li> <li>• Break</li> </ul>
10:00-11:00	<ul style="list-style-type: none"> <li>• Continued work on work sample methodology (am)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• How to evaluate standards-based reform programs in mathematics--continued (am)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• How to evaluate <u>systemic reform</u> programs in <u>science</u> (am)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Budgeting</u> for evaluations (jh)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Managing</u> evaluations (jh)</li> <li>• Avoiding political pitfalls (jh)</li> <li>• Break</li> </ul>
11:00-12:00	<ul style="list-style-type: none"> <li>• Continued work on work sample methodology (am)</li> <li>• Reading assignment as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• How to evaluate <u>Internet instruction</u> and other forms of distance education (am)</li> <li>• Reading assignment as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• How to evaluate systemic reform programs in science--continued (am)</li> <li>• Reading assignment (to be selected by Horn)</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Staffing</u> evaluations (jh)</li> <li>• Establishing and working with <u>advisory groups</u> (jh)</li> <li>• Reading assignment as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• How to design and conduct <u>evaluation workshops</u> (jh)</li> <li>• Wrap-up discussion (dls)</li> </ul>
1:00-4:00				<ul style="list-style-type: none"> <li>• Party at Gullicksons</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion of <u>Intern Program</u> (jh)</li> <li>• Case <u>study of CORE PLUS</u> (D. Carlisle)</li> </ul>

**MTS Institute 99; Program Evaluation Course: SCHEDULE-WEEK 3**

<b>Week 3</b>	<b>Monday 6/21/99</b>	<b>Tuesday 6/22/99</b>	<b>Wednesday 6/23/99</b>	<b>Thursday 6/24/99</b>	<b>Friday 6/25/99</b>
9:00-10:00	<ul style="list-style-type: none"> <li>• Overview of the week (dls)</li> <li>• Writing <u>evaluation sections</u> of grant proposals (jh)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discussion of Day 11 experiences (dls)</li> <li>• Using <u>qualitative techniques</u> (observations, interviews, focus groups) (pa)</li> <li>• Break</li> </ul>	VISIT TO KELLOGG FOUNDATION	<ul style="list-style-type: none"> <li>• Review and discussion of Day 13 experiences (dls)</li> <li>• Use of <u>student evaluation portfolios</u> (gr)</li> </ul>	<ul style="list-style-type: none"> <li>• Review and discussion of Day 14 experiences (dls)</li> <li>• Evaluation of <u>technology</u> (ag)</li> <li>• Break</li> </ul>
10:00-11:00	<ul style="list-style-type: none"> <li>• <u>Classroom assessment techniques</u> (pa)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Using <u>quantitative techniques</u> (rating scales, performance assessments, standardized tests, surveys) (pa)</li> <li>• Break</li> </ul>	VISIT TO KELLOGG FOUNDATION	<ul style="list-style-type: none"> <li>• How to <u>create an assessment instrument</u> (gr)</li> <li>• Break</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation of <u>instructional materials</u> (ag)</li> <li>• Break</li> </ul>
11:00-12:00	<ul style="list-style-type: none"> <li>• More classroom assessment techniques (pa)</li> <li>• Developing <u>evaluation questions</u> (pa)</li> <li>• Determining <u>data sources</u> and appropriate <u>data collection approaches</u> (pa)</li> <li>• Reading assignment as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• Constructing <u>outcome measures</u> (pa)</li> <li>• When and how to use <u>experimental designs</u> (pa)</li> <li>• Reading assignment (to be selected by Airasian)</li> </ul>	VISIT TO KELLOGG FOUNDATION	<ul style="list-style-type: none"> <li>• Evaluation of <u>ATE projects</u> (gr)</li> <li>• Reading assignment as appropriate</li> <li>• Directions for afternoon party at Lake Michigan</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluation of <u>nonprofits</u> (js)</li> <li>• Wrap-up (dls)</li> </ul>
1:00-4:00			<ul style="list-style-type: none"> <li>• Review and discussion of Day 12 experiences (dls)</li> <li>• <u>Reporting findings</u> (pa)</li> <li>• <u>Writing good reports</u> (pa)</li> </ul>	<ul style="list-style-type: none"> <li>• Party at South Haven</li> </ul>	<ul style="list-style-type: none"> <li>• Complete posttest (lw)</li> <li>• Concluding evaluation session (dh)</li> </ul>