

**Program Evaluation Research and Support Working Group**  
**May 21, 2008 – Conference Call**  
**Meeting Summary**

**Meeting Participants:** Al Fournier, Rick Gibson, Barb Hutchinson, Lisa Lauxman, Kim McReynolds, Sheila Merrigan, Sabrina Tuttle

**Purpose:** To summarize progress on 2007-2008 working group goals, in particular to discuss plans for website of program evaluation resources for Extension.

**Background:**

- One planned WG activity for this year was to develop a website to serve as a clearinghouse for program evaluation tools, examples and resources.
- This goal overlaps with the goal of the Program Evaluation WG to develop a core competency webpage with links to resources on program development and assessment.
- Also, the Renewable Resources Extension Act (RREA) committee has a goal of developing templates for evaluation across Natural Resources extension programming, and has some funds dedicated to this.
- However, an Extension website on Program Planning and Assessment already exists (<http://ag.arizona.edu/extension/pda/index.html>).
- It is clear that there is a need for a focused web resource that can provide tools and basic evaluation information to meet all of these overlapping needs. The existing PDA site provides a foundation for this.

**The Program Evaluation Website:**

- To advance this discussion, Al Fournier and Theresa Smith created a simple template for organizing resources on various evaluation topics and created several example web pages hosted on the Arizona Pest Management Center site (<http://cals.arizona.edu/apmc/evaluation.html>).
- For each topic, we have 3 short sections: “the basics,” a few bullets with key points; “examples & applications” (from UA faculty, where possible) and “learn more,” links to non-UA sites with in-depth information.
- This format makes it quick and easy for faculty to find what they need and to take away just the basics, or much more, according to their needs.
- This is a draft and will not ultimately be hosted by the APMC, but will be an Extension site that can be linked to from all of our program level or discipline specific sites.
- Al is seeking input on the content and format and will make changes and/or compile comments from faculty to facilitate further discussion and project completion.

**Website Discussion – points made by call participants**

1. This site should serve all of Extension and be broad and generic; thus it does not belong on the APMC site.

2. We should seek broad input on development. Starting with the subcommittee already established by the RREA group (Al, Sheila, Robert Armstrong, Kim McReynolds, Susan Pater, Barb Hutchinson, Kelly Block), this committee should expand to include whoever is interested, but should include representation from various areas of extension including FCS, the Program Evaluation WG, the Professional Development WG and other interested parties.
3. We should make sure that this effort encompasses the goals of the Core Competencies project of the Professional Development WG.
4. The committee needs to examine this effort in relation to the existing Program Development and Assessment website and determine the best approach and the best format. The existing site has good information and good links and some people do use it regularly.
5. Sheila and Kelly are potentially available to work on posting and maintaining the site, if that is the direction taken.

Next Steps:

- Al will send website out for review to Program Evaluation WG members and interested others
- We will develop a list of potential participants and invite others to expand and broaden the RREA committee.

**2008 Professional Development In-service**

Based on a faculty needs assessment we conducted last year, we provided input into planning for the 2008 Professional Development In-Service held April 1-2 in Tucson. We also conducted and summarized the evaluation for that training, which was highly rated by participants.

**Budget Report**

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| Original funding:                        | 2,000 |
| AZ Eval Network conference registration: | (390) |
| Travel (fuel)                            | (32)  |
| Anticipated travel                       | (250) |

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|---|------|
| Estimated Balance returned to Extension | 1328 |
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Narrative: This year the anticipated expense of contributing to the Program Evaluation In-service was not needed. Also, expenses related to posting of web pages were covered through Arizona Pest Management Center funds.

**Next year:**

It was decided that the group should put in a proposal for next year. Al will send out a draft next week. We have built momentum and will continue to work with others toward establishing the website and increasing faculty awareness and effectiveness in program evaluation.