

Measurement and Evaluation Certificate

offered by the
Center for Public Administration and Leadership
at the



Introduction:

About the Certificate

This certificate will provide participants with foundational knowledge and tools for performing basic internal and collaborative performance measurement and evaluation activities in the context of planning and research in public organizations. Regardless of where organizations are along a continuum of evidence-based practice or evaluation maturity, students will leave equipped with tools and resource that will help them be catalysts in practical ways. The curriculum is structured specifically for individuals who would like to improve their existing skills, for staff for whom performance measurement and evaluation is a newly acquired duty, or for public agency leaders who are responsible for new evidence-based practice initiatives, evaluation, and measurement, and need an understanding of the processes and resources needed to make these efforts succeed. The curriculum offered in this certificate is intended to complement organizational strategic planning, emphasizing the use of information to enhance decision-making.

This certificate is distinct from other evaluation certificates offered elsewhere in that it has a strategic focus on evaluation and performance-measurement capacity-building. Lack of capacity to perform quality analyses of agency performance is often at the heart of failed evaluation and research initiatives. This curriculum is intended to address this need in an age when public agencies have to measure, report, and evaluate their performance more than ever before.

About Hamline

Ranked first in Minnesota among comprehensive universities by U.S. News and World Report, Hamline University is also Minnesota's oldest university, founded in 1854. Guided by faculty who are also leading practitioners in their fields, Hamline's more than 4,900 students experience an intimate environment of small classes and personal attention along with the opportunities of a comprehensive university. The School of Business is one of five schools within the university and enrolls more than 600 students.

Program at a Glance:

All students must complete ninety hours of training in seven monthly sessions over an eight-month period. The program is deliberately scheduled to span two calendar years so the cost of certification can be spread over two budget cycles. Students who complete the economic coursework will receive a certificate from the Hamline School of Business Public Administration program. Cost for the program is \$2,600.

Certificate Topics:

The following core topics will be covered:

1. Attributes of the research-ready organization
2. Being an "internal consultant" to capacity building
3. Measuring performance
4. Basics of research methods & theory
5. Ethics in research & data security
6. Community & translational research
7. Understanding published research
8. Maximizing what you have: secondary data analysis
9. Interpreting data & using it to make decisions
10. Basics of descriptive & inferential statistics
11. Communicating research to others
12. Grant-writing
13. Evaluating & Contracting
14. Partnering with academic researchers (when & how)

Time Requirements:

Training will occur over ten months, starting in March, 2012 and concluding in December, 2012. There will be no training sessions during June, July, or August, 2012. Training will be held during the third week of each month, and participants will commit to seven 13-hour sessions for the entire program, advancing through the training with the same group of peers, referred to as a "cohort". Each session will be scheduled as follows:

Thursday afternoon	2-5 p.m. Dinner
Thursday evening	6-8 p.m.
Friday	9 a.m. – 6 p.m.

Degree Candidacy:

All participants are eligible to earn the certificate regardless of prior academic experience. Completion of the program can result in two master's level elective courses (8 credits) for eligible participants who submit proof of an undergraduate degree in the first term of the certificate and complete a project during the certificate period (due in December, 2012 at the end of the course). Those eligible master's level participants who choose to continue working towards the Master of Arts in Public Administration at Hamline University must meet the requirements of admission to the Hamline School of Business.

Location:

Classes are at the Hamline University Minneapolis Location, 1600 Utica Avenue S (near the intersection of Hwy 100 and 394 in St. Louis Park). The Hamline University Minneapolis Location is conveniently located with each freeway access and contains student services, admissions, and a Hamline University bookstore.

Faculty:

Hamline's program is rooted in a practitioner philosophy. The faculty teaching this program have many years of experience in the field and a variety of speakers and experts will be brought in to share valuable insights throughout the curriculum so students benefit from multiple perspectives.

Contact Information:

Hamline School of Business
MS-A1740
Attn: MPA Certs
1536 Hewitt Avenue
Saint Paul, MN 55104

Phone: 651-523-2284

E-mail: hsb@hamline.edu

www.hamline.edu/hsb