

**Appendix C**  
**Program Review Validation Form and Signature Page**

**Laney College**

**Discipline, Department or Program: Biological Sciences (BIOL)**

**Part 1: First Level Validation: Assessment of department performance and/or needs in specific areas (to be completed by sections leads and division deans)**

<b>Program Review Elements</b>	<b>Validation</b>  <i>In Progress: department is moving to align with college goals</i>  <i>Meets college goals: department aligns with college goals</i>	<b>Comments</b>  <b>Laney College Goals:</b> <b>#1 Student Success:</b> Develop new and strengthen existing interventions and strategies to increase students' access and success. <b>#2 Accreditation:</b> Ensure a collaborative process to successfully complete the necessary actions that lead to the reaffirmation of Laney College's accreditation on an unconditional (non-warning) status. <b>#3 Assessment:</b> Ensure completion of the Assessment cycle for SLOs and PLOs. <b>#4 Resources:</b> Increase, develop and manage the College's resource capacity in the areas of facilities, technology, personnel, finances and public and private partnerships, in order to advance the quality of education provided.
3. Curriculum: To be completed by curriculum committee representative	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	All of the course outlines in Biology are up to date. The science degree was recently updated to meet the growing demand of students entering allied health
4. Assessment To be completed by assessment coordinators	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Moving forward, the college will need data comparing assessment results for DE vs Face-to-Face courses, and comparing assessment results for courses with
5. Instruction	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Biology maintains high academic standards through frequent consultation among the instructors on best practices and discipline related developments.
6. Student Success	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Biology course completion rates are above 70% and students evaluations suggest that students are mostly very satisfied with the quality of instruction they receive
7. Resources	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	While progress has been made in hiring 2 more biology instructors within the last 3 years, Biology continues to be challenged by inadequate facilities resources to
8. Community, Institutional, and Professional Engagement and Partnerships	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The Department of Biology has one of the most active and participative faculty members on campus. They assume key roles that are very important to the success of the campus and the district. Biology also has a
9. Professional Development	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The full-time members of the Biology faculty are very conscientious about learning whatever is needed to meet the college goals in areas related to instruction
10. Discipline, Department or Program Goals and Activities	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The biology department serves as a model for other departments with regard to meeting goals in all of the aforementioned areas, particularly in assessment and maintaining current curriculum. The department is

## **BIOL – PROGRAM REVIEW COMMENTS CONT'D**

### **3. Curriculum**

All of the course outlines in Biology are up to date. The science degree was recently updated to meet the growing demand of students entering allied health careers. Biomanufacturing also updated its curriculum per the curriculum committee schedule. Biology remains at the forefront of maintaining the integrity of their programs and degrees.

### **4. Assessment**

Moving forward, the college will need data comparing assessment results for DE vs Face-to-Face courses, and comparing assessment results for courses with multiple sections. The college will provide information and resources to make these comparisons.

### **5. Instruction**

Biology maintains high academic standards through frequent consultation among the instructors on best practices and discipline related developments.

### **6. Student Success**

Biology course completion rates are above 70% and students evaluations suggest that students are mostly very satisfied with the quality of instruction they receive from our biology instructors.

### **7. Resources**

While progress has been made in hiring 2 more biology instructors within the last 3 years, Biology continues to be challenged by inadequate facilities resources to accommodate their highly successful programs. Also, staffing of the labs has been insufficient. A biology lab coordinator is under consideration and a biology lab tech has been prioritized by the classified staff prioritization process. What is most needed is a STEM or science building. Classroom space and office space are insufficient for the demands of this department.

### **8. Community/Professional Partnerships**

The Department of Biology has one of the most active and participative faculty members on campus. They assume key roles that are very important to the success of the campus and the district. Biology also has a relatively young but successful biomanufacturing program that has facilitated numerous community and industry partnerships.

### **9. Professional Development**

The full-time members of the Biology faculty are very conscientious about learning whatever is needed to meet the college goals in areas related to instruction and the general advancement of the college. I will work with the department to identify professional development opportunities for part-time faculty.

## 10. Goals

The biology department serves as a model for other departments with regard to meeting goals in all of the aforementioned areas, particularly in assessment and maintaining current curriculum. The department is consistent in maintaining high levels of student success and is always seeking to identify ways of bridging gaps any gaps that occur.

**Part II. Overall Assessment of the Program Review Report (to be completed by deans).**

<b>Review Criteria</b>	<b>Comments:</b>
<p>1. The narrative information is clear and all elements of the program review are addressed.</p> <p>2. Conclusions and recommendations are well-substantiated and relate to the analysis of the data.</p> <p>3. Discipline, department or program planning goals are articulated in the report. The goals address noted areas of concern.</p> <p>4. The resource requests are connected to the discipline, department or program planning goals and are aligned with the college goals.</p>	<p>The Biology faculty worked together to create a clear and well-substantiated program review report. All areas were appropriately addressed and the department/discipline goals were identified.</p> <p>The resource requests were apparent in their necessity and tied particularly closely to student success and to all of the other college goals. Data results confirmed that the appreciable efforts of the department are largely successful in meeting the department and college goals.</p> <p>The administrative difficulty stems from having to see the same requests surface from year to year without progress, particularly in the area of facilities. This year a clean room was required for the biomanufacturing program. Despite significant efforts to secure space on campus, none was identified. Unfortunately, already very limited office space had to be sacrificed to accommodate this need.</p> <p>The biology department contributes significantly to the integrity of our course offerings and includes key faculty members who are invaluable drivers of the efficiency and success of our college and district.</p>

**Part III. Program Review Rating (to be completed by division dean)**

Rating	Comments (Required if Improvement Needed)
<input checked="" type="checkbox"/> 1. Accepted Complete the signatures below and submit to the Vice President of Instruction.	The Department of Biology consistently exceeds the goals established by the college and provides our students with excellent instruction.
<input type="checkbox"/> 2. Improvement Needed Provide improvement plan that indicates areas in the report that require major revision. Discuss report along with a reasonable timeline for re-submission. Notify the vice president of instruction of the need to re-submit. Please note that program reviews that are late run the risk of not being included in the various resource prioritization processes of the college and the district.	

**Improvement Needed Signatures**

**Discipline, Department or Program Chair (Acknowledgment of Improvement Needed)**

Rebecca LC Bailey \_\_\_\_\_ 3.28.16 \_\_\_\_\_  
 Print Name Signature Date

**Division Dean**

Denise Richardson \_\_\_\_\_ \_\_\_\_\_  
 Print Name Signature Date

**Part IV. Signatures**

**Validation Team Lead Signatures**

**1. Curriculum: Validated by Curriculum Committee Representative(s)**

<u>Anne Agard</u>	<u>Anne H Agard</u>	<u>5-5-16</u>
Print Name	Signature	Date

**2. Assessment: Validated by Assessment Coordinator(s)**

<u>Rebecca Bailey</u>	<u>[Signature]</u>	<u>3.28.16</u>
Print Name	Signature	Date

**3. Division Dean**

<u>DENISE RICHARDSON</u>	<u>Denise Richardson</u>	<u>3-28-16</u>
Print Name	Signature	Date

**4. Received by Vice President of Instruction**

<u>Lilia Colhary</u>	<u>Lilia Colhary</u>	<u>5-5-16</u>
Print Name	Signature	Date

**5. Discipline, Department or Program Chair (Acknowledgement of Program Review Rating)**

<u>Rebecca Bailey</u>	<u>[Signature]</u>	<u>3.28.16</u>
Print Name	Signature	Date