

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

**Laney College**

**Discipline, Department or Program: Carpentry (CARP)**

**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 checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	75% of courses are current. About 25% need to be updated within course update cycle. Notably, due to bottlenecks in the CCCCO and approval procedures, it
4. Assessment To be completed by assessment coordinators	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Department must work with Assessment Coordinators Heather Sisneros and Rebecca Bailey to develop a plan for moving forward with assessment. Coordinators can
5. Instruction	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Department has approved programs in place and continues to be a statewide leader in project-based learning and curriculum innovation.
6. Student Success	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	This department's student success rates vary widely as the labor market fluctuates. In fact, the department is probably the most subject to labor market conditions of
7. Resources	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	This department is able to do absolutely amazing things with very little college or district resource. The department is a statewide leader in energy efficient
8. Community, Institutional, and Professional Engagement and Partnerships	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The department is a leader and exemplar for the entire college in developing effective community partnerships for the benefit of project-based learning.
9. Professional Development	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The department has a remarkable way of keeping current with the latest industry trends, innovative technologies, and construction strategies.
10. Discipline, Department or Program Goals and Activities	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	

**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>This is a very satisfying and constructive program review. There is a candid presentation of data, the clear finding that of all programs on campus, enrollments in Carpentry are no doubt the most subject to market fluctuations.</p> <p>The department is an innovation leader on campus and within the Bay Region and state. And it does all this innovating with minimal support from campus/district resources. Slow down, Carpentry, you're going too fast for the rest of us!</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.	
<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)**

\_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Division Dean**

\_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Part IV. Signatures**

**Validation Team Lead Signatures**

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

VINA CERA                      Vina Cera                      6-28-16  
Print Name    Signature    Date

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

Rebecca Bailey                      [Signature]                      6-28-16  
Print Name    Signature    Date

**3. Division Dean**

Peter L. Crabtree                      [Signature]                      3/15/16  
Print Name    Signature    Date

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

\_\_\_\_\_  
Print Name    Signature    Date

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

Cynthia Corrigan                      [Signature]                      3/15/16  
Print Name    Signature    Date