

Appendix C
Program Review Validation Form and Signature Page

Laney College

Discipline, Department or Program: Business Information Systems (CIS)

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

Program Review Elements	Validation <i>In Progress: department is moving to align with college goals</i> <i>Meets college goals: department aligns with college goals</i>	Comments Laney College Goals: #1 Student Success: Develop new and strengthen existing interventions and strategies to increase students' access and success. #2 Accreditation: 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. #3 Assessment: Ensure completion of the Assessment cycle for SLOs and PLOs. #4 Resources: 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	Curriculum is updated, new associate degree programs and certificates of achievement are completed and are in various stages of approval.
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.
5. Instruction	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The CIS Department has been very actively creating new curriculum. It is commendable that 4 new certificate programs have been completed and
6. Student Success	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	While the overall student success rate is 69.25% the success rates for the programming courses are quite low. Efforts should be made to identify the reasons for
7. Resources	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Resource needs have been accurately identified and are needed in order to adequately support the programs and curriculum.
8. Community, Institutional, and Professional Engagement and Partnerships	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Key CIS faculty are very engaged in acquiring and maintaining supportive community partners. We have recently collaborated with OUSD on a concurrent enrollment course that is taught at McClymonds HS.
9. Professional Development	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Some of the CIS faculty, both full-time and part-time, engage in ongoing and results oriented professional development. However, greater benefit would be
10. Discipline, Department or Program Goals and Activities	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	More concrete goals should be developed in the area of instruction. Also, a more specific schedule should be developed to address the assessment deficiencies.

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

Review Criteria	Comments:
<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 narrative information is clear but brief. This department is engaged in many exciting efforts. More explanation and detail regarding those activities would strengthen this report.</p> <p>The goals are very briefly outlined. More detail is required for this for this program review to accurately reflect much of the exceptional work that is being planned, and proposed solutions for areas that need improvement.</p> <p>The resources requested are appropriate to the improvements needed.</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)

Kim Bridges/JosÉ Luis Flores 4/19/16

 Print Name Signature Date

Division Dean

Denise Richardson 4/19/16

 Print Name Signature Date

