Appendix C
Program Review Validation Form and Signature Page

Laney College

Discipline, Department or Program: English As a Second Language(ESL)

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	Comments
	In Progress: department is moving to align with college goals *Meets college goals: department aligns with college goals*	**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	☐ In Progress ☑ Meets College Goals	ESOL has all 38 courses (100%) up-to-date.
4. Assessment To be completed by assessment coordinators	☐ In Progress ☑ Meets College Goals	Moving forward, the college will need data comparing assessment results for courses with multiple sections. The college will provide information and resources to
5. Instruction	☐ In Progress ☑ Meets College Goals	The ESL Team provided a comprehensive program review report. It did aligned its departments activities to the college goals. Suggest adding more recent data on
6. Student Success	☐ In Progress ☑ Meets College Goals	ESL faculty analyzed student data and found that the student success rate is around 79%, retention rate is around 81%.
7. Resources	☐ In Progress ☑ Meets College Goals	Faculty need smart-classrooms to utilize technology to teach students. But they are not always available. New lap-top computers are needed for our part-time faculty.
8. Community, Institutional, and Professional Engagement and Partnerships	☐ In Progress ☑ Meets College Goals	ESL faculty are actively participating in institutional activities, community activities, acceleration college,district, and statewide activities.
9. Professional Development	☐ In Progress ☑ Meets College Goals	Faculty participated in a week long summer ILO Institute. There is a desire for ongoing technology training for faculty on classroom management programs
10. Discipline, Department or Program Goals and Activities	☐ In Progress ☑ Meets College Goals	1. Curriculum development of non-credit courses 2. Participate in NACRCAE (Northern Alameda County Regional Consortium for Adult Education) ESL design team to align and bridge OUSD Adult School ESL to

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

Review Criteria	Comments:
1. The narrative information is clear and all elements of the program review are addressed.	The report is clear, concise and easy to read. All elements of the program review were addressed.
2. Conclusions and recommendations are well-substantiated and relate to the analysis of the data.	Conclusions and recommendations were based on data and on point.
3. Discipline, department or program planning goals are articulated in the report. The goals address noted areas of concern.	The goals noted several areas of concerns including the lack of adequate technology in the classrooms, not providing part time faculty with laptops and printers.
4. The resource requests are connected to the discipline, department or program planning goals and are aligned with the college goals.	The resource requests are well aligned with the college goals of student success.

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

Rating	Comments (Required if Improvement Needed)
☑ 1. Accepted Complete the signatures below and submit to the Vice President of Instruction.	
☐ 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)

David Mitchell | D. Mitchell | 5-23-16
Print Name | Signature | Date

Division Dean

Chuen Chan | Chuen Chan | 5-23-16
Print Name | Signature | Date
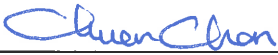
Part IV. Signatures

Validation Team Lead Signatures

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

VINA CERA	_Vina Cera_	5-31-16
Print Name	Signature	Date

2. Assessment: Validated by Assessment Coordinator(s)

Rebecca Bailey	_signature_	5.27.16
Print Name	Signature	Date

3. Division Dean

Chuen Chan	_Chuen Chan_	2-14-16
Print Name	Signature	Date

4. Received by Vice President of Instruction

Lilia Celhay	_Lilia Celhay_	5-31-16
Print Name	Signature	Date

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

David Mitchell	_D. Mitchell_	5-23-16
Print Name	Signature	Date