

Appendix C
Program Review Validation Form and Signature Page

Laney College

Discipline, Department or Program: Journalism (JOURN)

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 checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Journalism has 83.3% of their 6 courses up-to-date. Journalism 21, news-writing was to be updated in spring 2016, but it wasn't done.
4. Assessment To be completed by assessment coordinators	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Good start on the Assessment Spreadsheet. Department must work with Assessment Coordinators Heather Sisneros and Rebecca Bailey to develop a plan
5. Instruction	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The Journalism department is moving towards aligning itself to college goals. The program review report is clear and concise and addressed all the elements.
6. Student Success	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The department's productivity rate is 14.89, completion rate is 69.11%, success rate is 58.62%, and the retention rate is 81.25%. Suggest faculty seek out
7. Resources	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	There was very little discussion or justification of resource needs for the department.
8. Community, Institutional, and Professional Engagement and Partnerships	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Faculty participated in very limited institutional or external events.
9. Professional Development	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Faculty participated in very limited professional development activities.
10. Discipline, Department or Program Goals and Activities	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The limited number of goals for the department were not sufficiently explained or justified.

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 program review is clear and concise and addressed all the elements. 83% of the courses are up-to-date. However, in addition to the one that was mentioned that needs updating, Journ 21, 3 other courses needs to be evaluated this semester. They are Journ 18A, 18C and 18D. The department also needs to align its courses to ILOs. Recommend creating an advisory committee to help revitalize the department and increase interest in this area. Would also recommend that Eleni Gastis who has journalism experience be part of this committee.</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)

Burt Dragin _____ *Burt Dragin* _____ 5/26/16
 Print Name Signature Date

Division Dean

Chuen Chan _____ *Chuen Chan* _____ 2-15-16
 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 Rebecca Bailey 5.27.16
Print Name Signature Date

3. Division Dean

Chuen Chan Chuen Chan 2-15-16
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)

Burt Dragin Burt Dragin 5/26/16
Print Name Signature Date