

Appendix C
Program Review Validation Form and Signature Page

Laney College

Discipline, Department or Program: Machine Tech (MACH)

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	Completing the second year of the advanced Industrial Maintenance program.
4. Assessment To be completed by assessment coordinators	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Department has made significant progress recently, and clearly puts thought into assessment and the use of assessment results. Department must work with
5. Instruction	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Still in the process of updating courses.
6. Student Success	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	My concern is that the department has made extensive use grants to support student success. With most of these grants going away, the department needs to
7. Resources	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The department has been very successful in leveraging grants to meet resource needs.
8. Community, Institutional, and Professional Engagement and Partnerships	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The department has been extremely successful in developing partnerships with local industries and Bay Area colleges.
9. Professional Development	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The department has consistently updated faculty skills and met professional development goals.
10. Discipline, Department or Program Goals and Activities	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The department maintains very strong numbers in the programs and provides great support for student success.

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 faculty in this department work tirelessly to keep equipment operating properly, upgrade equipment when needed, and leverage resources to support students. Because the department is so lab and equipment intensive, there are productivity limits imposed by the equipment requirements of the program.</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)

Print Name

Signature

Date

Division Dean

Print Name

Signature

Date

