

Appendix C
Program Review Validation Form and Signature Page

Laney College

Discipline, Department or Program: Music (MUSIC)

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
	<p><i>In Progress: department is moving to align with college goals</i></p> <p><i>Meets college goals: department aligns with college goals</i></p>	<p>Laney College Goals:</p> <p>#1 Student Success: Develop new and strengthen existing interventions and strategies to increase students' access and success.</p> <p>#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.</p> <p>#3 Assessment: Ensure completion of the Assessment cycle for SLOs and PLOs.</p> <p>#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.</p>
3. Curriculum: To be completed by curriculum committee representative	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Music has 89.7% of its courses up-to-date. 7 out of 68 courses need updating. Recommend that Music department continues to update and bring it into total
4. Assessment To be completed by assessment coordinators	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Department has made significant progress with assesement. Department needs to integrate unassessed courses into assessment plan.
5. Instruction	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The department aligned its activities with college goals. For the last two questions, list the work and contributions of all the faculty members in the
6. Student Success	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	Music department's productivity is 16.53, with success rate of 73.24%, DE success rate of 51.44% and retention rate of 81.27%. Suggest more frequent
7. Resources	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The report presented resource needs of the department. They include having a student listening lab, recording studio facilities, rehearsal room renovation, additional
8. Community, Institutional, and Professional Engagement and Partnerships	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Laney music faculty are directly involved in the field of music and are professional performers. They can be heard in Bay Area and nationwide venues.
9. Professional Development	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The department needs to discuss professional development needs.
10. Discipline, Department or Program Goals and Activities	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	There were no goals stated here except general statements about the needs of the department.

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>This report touches all the elements of the program review. Suggest that more details be provided in some areas. The report should not be from just one instructor but from the entire department. In the last two questions, list the work and contributions of all the faculty members in the department, how the goals of the department are aligned with the college goals, and how they can be achieved.</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)

Jay Lehmann
Print Name

[Signature]
Signature

5/24/16
Date

Division Dean

Chuen Chan
Print Name

[Signature]
Signature

5/24/16
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 Chon Chuen Chon 5/24/16
Print Name Signature Date

4. Received by Vice President of Instruction

Lelia Celhay Lelia Celhay 5-31-16
Print Name Signature Date

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

Jay W. Lehmann Jay W. Lehmann 5/24/16
Print Name Signature Date