

**Appendix C**  
**Program Review Validation Form and Signature Page**

**Laney College**

**Discipline, Department or Program: Wood Technology (WDTEC)**

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

<b>Program Review Elements</b>	<b>Validation</b>  <i>In Progress: department is moving to align with college goals</i>  <i>Meets college goals: department aligns with college goals</i>	<b>Comments</b>  <b>Laney College Goals:</b> <b>#1 Student Success:</b> Develop new and strengthen existing interventions and strategies to increase students' access and success. <b>#2 Accreditation:</b> 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. <b>#3 Assessment:</b> Ensure completion of the Assessment cycle for SLOs and PLOs. <b>#4 Resources:</b> 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	Everything will be updated in time for the first curriculum committee in the fall.
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 in regard to assessment. Department must work with Assessment Coordinators Heather Sisneros and
5. Instruction	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The majors program is seeking to add math and OSHA 30 to core curriculum. Also WDTEC 30 and WDTEC 40 will be dropped from the certificate and made into an
6. Student Success	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Student success rates meet or exceed college goals.
7. Resources	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	District needs to complete leak remediation as water is still coming into the computer lab. The department also needs to replace the Weeke CNC machine which is now
8. Community, Institutional, and Professional Engagement and Partnerships	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	The carpenter's union is closely connected to the department. The department is also very involved with Bay Area employers.
9. Professional Development	<input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Meets College Goals	Most of the department is comprised of working professionals in the industry.
10. Discipline, Department or Program Goals and Activities	<input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Meets College Goals	The department urgently needs to complete program improvement efforts.

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

<b>Review Criteria</b>	<b>Comments:</b>
<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 was prepared by an hourly instructor on overload, but was done well and thoughtfully. The department has critical facilities issues including flooding in the computer lab, a dust collection system that needs overhaul, code violations in the electrical systems, etc.</p> <p>Critical concerns in addition to facilities focus especially on program updates and course updates, and completion of program improvements.</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

**Part IV. Signatures**

**Validation Team Lead Signatures**

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

VWA CERA                      Hana Leica                      5-27-16  
Print Name    Signature    Date

**2. Assessment: Validated by Assessment Coordinator(s)**

Rebecca Balay                      RLC Balay                      6-28-16  
Print Name    Signature    Date

**3. Division Dean**

Peter Crubtree                      Peter J. Crubtree                      5/24/16  
Print Name    Signature    Date

**4. Received by Vice President of Instruction**

\_\_\_\_\_  
Print Name    Signature    Date

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

Myron Franklin                      Myron Franklin                      May 24, 2016  
Print Name    Signature    Date