

Section	Criteria	Sub-Criteria	Outstanding	Satisfactory	Not Accepted
—	Unit Plan	Recommendations and Progress	<input type="checkbox"/> Response provides descriptive narrative on each recommendation, the actions taken, and progress made, including a next step or conclusion.	<input type="checkbox"/> Response provides adequate narrative for each recommendation.	<input type="checkbox"/> Narrative does not include response for each recommendation.
		Accomplishments & Improvements	<input type="checkbox"/> Accomplishments and improvements are thorough and demonstrate clear alignment with college mission, vision and strategic plan goals. <input type="checkbox"/> Narrative is thorough and includes detail about impact on department and/or students.	<input type="checkbox"/> Accomplishments and improvements are adequately described. <input type="checkbox"/> Narrative is adequate but is missing details regarding impact on department and/or students.	<input type="checkbox"/> Accomplishments and improvements are unclear. <input type="checkbox"/> Narrative is inadequate and contains no details regarding impact on department or students.
		Challenges and Issues	<input type="checkbox"/> Comprehensive review and evaluation of both internal and external opportunities, strengths and weaknesses.	<input type="checkbox"/> Review is adequate, but does not include a detailed evaluation of opportunities, strengths, and weaknesses.	<input type="checkbox"/> Review is inadequate and does not clearly evaluate opportunities, strengths or weaknesses.
		Vision for Success	<input type="checkbox"/> Clearly identifies one or more goals in Chancellors Vision for Success and how department progress, accomplishments and/or improvements meet that goal.	<input type="checkbox"/> Clearly identifies at least one goal in the Chancellors Vision for Success but does not clearly explain how the department is meeting that goal.	<input type="checkbox"/> At least one goal in the Chancellors Vision for Success is not identified and/or an explanation of how the department meets that goal is not provided.
		Utilization of Budget & Supply, Staff, Faculty Request	<input type="checkbox"/> Accurate accounting, evaluation and analysis of department budget. <input type="checkbox"/> Thoughtful and thorough narrative justifications of department/program needs including supplies, staff and faculty requests. <input type="checkbox"/> Request justifications demonstrate clear connections to program goals, college strategic plan goals, or Vision for Success.	<input type="checkbox"/> Accounting, evaluation and analysis of department budget is not clear or has some inaccuracies. <input type="checkbox"/> Narrative justifications are adequate. <input type="checkbox"/> Justifications for program needs do not demonstrate clear connections to program goals, college strategic plan goals, or Vision for Success.	<input type="checkbox"/> Accounting, evaluation and analysis of department budget is unclear and/or inaccurate. <input type="checkbox"/> Narrative justifications are inadequate. <input type="checkbox"/> Justifications for program needs do not demonstrate any connection to program goals, college strategic goals, or Vision for Success.
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=	Data & Analysis	Enrollment Measures	<input type="checkbox"/> Enrollment data analysis is thorough with trends identified. <input type="checkbox"/> Narrative includes explanation of potential causes for the data trends.	<input type="checkbox"/> Enrollment data analysis is adequate, but data trends are not identified. <input type="checkbox"/> Narrative does not include explanation of potential causes for the data trends.	<input type="checkbox"/> Enrollment data analysis is inadequate and/or unclear. <input type="checkbox"/> Narrative is inadequate.
		Student Success Measures	<input type="checkbox"/> Student success data analysis is thorough and contains comparison between department/division/college success rates. <input type="checkbox"/> Narrative includes a comparison of success rate data by gender, age, ethnicity and/or disability and explains any program improvement plan.	<input type="checkbox"/> Student success data analysis is adequate, but comparison between department/division/college success rates is missing or unclear. <input type="checkbox"/> Narrative includes a comparison of success rate data by gender, age, ethnicity, or disability but does not explain any improvement plan.	<input type="checkbox"/> Student success data analysis is inadequate and does not compare department/division/college success rates. <input type="checkbox"/> Narrative does not include a comparison of success rate data by gender, age, ethnicity, or disability.
		Unit Program/ Curriculum Measures	<input type="checkbox"/> SLO's are thoroughly assessed <input type="checkbox"/> Demonstrated clear connection between SLO's and unit/college/district strategic goals. <input type="checkbox"/> Clear description of how the program plans to accomplish program improvements.	<input type="checkbox"/> SLO assessment is adequate <input type="checkbox"/> Connection between SLO's and unit/ college/district strategic goals is adequate. <input type="checkbox"/> Description of how the program plans to accomplish improvements is missing or inadequate.	<input type="checkbox"/> SLO assessment is inadequate. <input type="checkbox"/> No connection between SLO's and unit/college/district strategic goals is provided. <input type="checkbox"/> No description of how the program plans to accomplish improvements.
		Department/ Program Resource Needs	<input type="checkbox"/> Narrative includes a comparison of faculty data by gender and/or ethnicity. <input type="checkbox"/> Narrative includes context for the data trends as well as any plans for improvement.	<input type="checkbox"/> Narrative includes comparison of faculty data by gender and/or ethnicity. <input type="checkbox"/> Narrative includes some context for the data trends but does not describe any improvement plans.	<input type="checkbox"/> Narrative does not adequately compare faculty data by gender and/or ethnicity. <input type="checkbox"/> Narrative does not include context for data trends and does not describe any improvement plans.
		CTE Program Responses	<input type="checkbox"/> Response is clear with full narrative that includes advisory board meeting minutes and feedback, labor market information analysis, that link to program goals.	<input type="checkbox"/> Response has narrative that includes advisory board meeting minutes and feedback, labor market information analysis	<input type="checkbox"/> Response narrative that does not include advisory board meeting minutes and feedback and/or labor market information

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III	Summary	Department Goals	<input type="checkbox"/> Clear and concrete goals are identified <input type="checkbox"/> Goals demonstrate clear alignment with college strategic plan goals. <input type="checkbox"/> Narrative includes clear explanation of how the goals can be accomplished.	<input type="checkbox"/> Goals are identified but they are unclear. <input type="checkbox"/> Alignment between identified goals and college strategic plan goals is unclear or inconsistent. <input type="checkbox"/> Explanation of how goals can be accomplished is unclear or unachievable.	<input type="checkbox"/> Goals are not adequately identified <input type="checkbox"/> Goals are not aligned with the college strategic plan goals. <input type="checkbox"/> No explanation of how goals can be accomplished is provided.
		Content Review	<input type="checkbox"/> Through explanation of why content review is not current and how the program plans to become current.	<input type="checkbox"/> Adequate explanation of why content review is not current.	<input type="checkbox"/> Explanation does not demonstrate a clear understanding of why content review is not current and does not contain a description of how the program plans to become current.
		Professional Development	<input type="checkbox"/> Narrative includes thorough description of professional development efforts accomplished. <input type="checkbox"/> Professional development efforts are clearly aligned with the program/college/ district strategic goals.	<input type="checkbox"/> Narrative includes adequate description of professional development efforts accomplished. <input type="checkbox"/> Professional development efforts do not demonstrate clear alignment with program/college/ district strategic goals.	<input type="checkbox"/> Professional development efforts are minimal or nonexistent. <input type="checkbox"/> Professional development efforts are not aligned with program/college/ district strategic goals.
		Survey Results	<input type="checkbox"/> A student survey has been conducted and the results are thoroughly analyzed. <input type="checkbox"/> Survey analysis includes potential program improvements based on survey results.	<input type="checkbox"/> A student survey has been conducted but results are not thoroughly analyzed. <input type="checkbox"/> Survey analysis does not include potential program improvements based on survey results.	<input type="checkbox"/> A student survey has not been conducted. <input type="checkbox"/> There are no survey results to analyze.
		Outreach Efforts	<input type="checkbox"/> The program demonstrates that it is actively involved in facilitating outreach efforts to improve program interest and/or enrollment.	<input type="checkbox"/> The program demonstrates that it participates in outreach efforts.	<input type="checkbox"/> The program does not participate in outreach efforts, or participation is minimal.

Validation Team Comments				
Scoring	Score for each sub-criteria checked: Outstanding = 3 Satisfactory = 2 Not Accepted = 1			
Total				
Overall Rating	Rating	Review Criteria	Percentage	Range
	Accepted	Thorough Effort	100 - 85%	78 - 66
		Substantial Effort	84 - 70%	65 - 55
		Adequate Program Information	69 - 55%	54 - 43
	Not Accepted	Some inaccuracies or lacking	54 - 40%	42 - 31
		Inaccurate or Incomplete	39 - 33%	30 - 26