

**DEPARTMENT OF LEGAL STUDIES  
ACTION PLAN UPDATE  
2011**

The American Bar Association re-approved the Legal Studies Program in 2010, granting its approval for another seven years. In the report, there were 13 suggestions for the program. This is an update on how the department is responding to those suggestions and what other goals it is pursuing.

1. The composition of the Legal Studies Advisory committee is under review. Two of the members have left and one has been replaced. In addition, a new paralegal member has been added. The department plans to add two other paralegal members, two new attorney members, and the new Court Administrator for the Pomona Courts.
2. The department is evaluating legal specialty elective courses to respond to the needs of the community. In fall 2010 two new courses were offered, Intellectual Property and On Line Research, and these courses are being added to the regular list of electives. Two other new courses have been created, E Discovery and Trial Technology.
3. In regard to assessment, the department has done assessment of the portfolios the students have created. In addition, the department will do employer and graduate surveys this year.
4. The department attempted to offer a summer class, but there was not sufficient interest. The department did offer a day class for Litigation I in spring 2011, and enrollment was fine. The second half of the course will also be in the daytime in the fall. In addition, a day class of the introductory course, American Legal Studies, will be offered in fall 2011. The department does not have plans to offer any accelerated courses, as the content of legal studies courses does not lend itself to that format. A hybrid course was offered and was well received, and more could be done in that format.
5. While the course rotation schedule can always be reviewed, the ABA recommendation really related to offering the electives more often. Right now they are offered every two years and students were concerned about that. Enrollment dictated the rotation schedule. With increased enrollment, offering a third elective each semester is feasible and that is being reviewed.
6. The entire internship program is being changed, primarily making it a requirement for the degree. This decision was made in conjunction with advice from the Advisory Committee. Starting in fall 2011, a four unit course which includes an internship will be required. Contacting the College of Law about working with them is part of the plan for that course.
7. Faculty has attended local paralegal and bar association meetings. However, the current schedule of courses makes it more difficult. In addition, both full time faculty members attended the national meeting of the Association for Paralegal Education in fall 2010.

8. The department maintains liaison with the legal and paralegal communities by having active members of the two closest paralegal associations and one national association on its advisory board. Attendance by faculty of paralegal and bar association meetings has been affected by the teaching schedule as meetings are scheduled when the faculty is teaching.
9. The new course created which will include the internship will also include resume preparation and interviewing skills, to assist students in obtaining employment.
10. The department has not yet met with academic advisors for the traditional student to clarify employment and educational possibilities for majors. In particular, the advisors need to be made aware that the Legal Studies major is an appropriate degree for students planning to attend law school.
11. The department will work to obtain more recent books on the paralegal career for both libraries.
12. The law library does include periodicals for paralegals, but they are not easily accessible. The department is exploring ways to increase access to this material.
13. The department is still interested in having a computer lab classroom dedicated to the program and available to our classes. The problem is the cost of computer labs, and the heavy use those labs have.

In addition to responding to the ABA report, the department has continuously evaluated itself. Another change being made now is to increase the senior project from two to four units, because the students and professor have felt there was not enough time to learn the material. The department is also exploring offering a new certificate in law office technology.