

Agenda:

1. Introductions
2. Approval of the SP 2023 Meeting Minutes
3. Graduate Survey-SP 23 and SU 23- underway by Prof . Baker
4. Curriculum Updates:
 - A. WBL Incorporation into SLOs: PARA 121, 145, 146, 150, 151- standard 5yr update
 - B. Practicum Course Development Update
 - C. Hyflex Instruction- FA 23- PARA 100 and PARA 135
 - D. Move towards 8 weeks courses rather than 16- PARA 100
 - E. Student Petition for Cultural Diversity Requirement- SDSU POLS 331 or 366
5. ABA Re-Approval Site Visit- Dec 5th.
 - A. Program Objectives
 - B. Trends, Development, Issues in the Paralegal Profession
 - C. Assist in assessing the job market
 - D. Assess the effectiveness of the total program in terms of:
 - i. curriculum and objectives,
 - ii. needs of the legal community
 - iii. graduate performance
 - E. Should:
 - i. Advise in admissions standards for students
 - ii. Assist in Securing Competent Instructors.
 - iii. Assist in exploring and developing career opportunities for paralegals
 - iv. Publicize the program and secure community cooperation and interest.
 - v. Evaluate the adequacy of library resources
6. Student Recruitment/Support Activities
 - B. Student Org Activities- Courtroom Visit, study groups, legal community outreach
 - C. High School Outreach: Valhalla, Steele Canyon, Santana, Helix in FA 23
 - D. Bar Informational Sessions: Foothills and SDCBA
 - E. SDPA Participation- Lunch and Learns and CAPS Events
 - F. Social Media- Facebook and Instagram
7. Conference Updates
 - A. AAFPE National Conference Summary
 - B. CALI Conference- AI use/ training in law schools
8. Securing Competent Instructors
 - A. Recruit new Judge/ Instructor for PARA 110 Civil Litigation, PARA 140 Criminal Law & Procedure, PARA 160 Personal Injury
 - B. Recommendations
9. Library Resources
 - A. Last Update FA 21/ SP23 in ABA Report Updates
 - B. Library Hours v Class Hours
 - C. Electronic v Hard Copies/ Hard Copy Locations



Joan Rettinger, J.D., Esq.
Assistant Professor
Co-Chair Business and Professional Studies (PARA/RE)
Paralegal Studies Director
Cuyamaca College (Class of 2009)
900 Rancho San Diego Parkway
El Cajon, CA 92019