



LAW Advisory Committee

Minutes

Present: *Evan Hess (Faculty), Peter De Domenico (Faculty),* Miriam Herrejon (Student Representative/Private Sector Legal Assistant), Cesar Ponce (Attorney), Marc Anderson (Attorney), Lee Winagura (Community Member), Odette Moran (Community Member), Lauren Miller (Student Representative/Private Sector Legal Assistant), Dien Le (Attorney), Brooke Balthasar (Community Member), Edward Newman (Community Member), Amy Cranage (Private Sector Paralegal), Bryan Clifton (Attorney)

Absent: Melissa Melendez (Private Sector Paralegal)

Guests: April Montes (Oxnard College Grant Director)

Meeting Date: May 1, 2024	Approval of Minutes from: Fall 2023	Recorded By: Evan Hess
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AN = Action Needed AT = Action Taken D = Discussion I = Information Only

	TOPIC	DISCUSSION	ACTION NEEDED	ACCJC STANDAR D
I.	Welcome / Call to Order	Introduction of Advisory Committee Members and Student Representative 12:31PM	I	
II.	Approval of Minutes	Motion to Approve: Marc Anderson Second: Edward Newman Vote: 11-0	AN	
III.	Old Business	A. Bachelor Degree Proposal (Status) – Applied Advocacy & Organizing	I	

Missed the cutoff in the last cycle (Fall 2023), but have reapplied this January and are awaiting results. The program may shift to a Paralegal Studies B.S. proposal if we do not get selected this round.

B. Funding Requests:

i. Technology & Student Resources/Memberships

1. NSLT Legal Technology (Approved)
2. NSLT Legal Research (Approved)
3. Westlaw/LexisNexis (Approved)
4. Word Rake (Approved but Not Active)
5. Daily Journal (Approved)
6. CALI (Approved)
7. Continuing Education of the Bar (Approved)

Faculty and students are reporting great success with all of these resources, which is enhancing immersive learning, student marketability and skills, and methods of instruction.

C. Associate Degree & Certificate in Community Organizing

i. Approval Needed: BA in Paralegal Studies

Approval was given to explore and apply for a baccalaureate degree in Paralegal Studies with an eye towards the model at Santa Ana Community College that was recently approved. It would meet the continuing need of the local community, and reflects the demand in the job market for educated, competent

paralegals with critical thinking skills and advanced practical skills.

Approved in conjunction with New Business: Certificates (See IV.A).

D. California Youth Leadership Corps – Fellowships & Pathway

- i. Immigration Pathway (Not Sought)
- ii. Community Leadership Pathway (Approved)

Hess reported that the First Cohort has been selected (13 Fellows) and that today, May 1, 2024, is their orientation. He is working with seven different community-based organizations where fellows will be placed, and is looking to expand the number of CBOs into the fall.

E. Pathways to Law Program (Approved)

The program is approved and Professors Hess and De Domenico are the faculty leads for the program. Offering student support, resources, learning opportunities, and experiences aimed at helping students attend law school and enter the legal profession.

F. Law Programs as a Zero Textbook Cost Degree Pathway

The program is fully zero textbook cost, which students are loving currently. Our program has become one of the first programs in the District and College to have no costs or fees for any course beyond course registration.

G. HyFlex Updates

		<p>Students continue to trend towards attending online versus in person where both options are offered, but some online students have been attending in-person sessions as the semester has progressed just to be part of the in-person community and atmosphere.</p> <p>H. Daytime Classes (Fall 2024) (Approved and Scheduled)</p> <p>The program is keeping an eye on enrollment in the daytime classes (there are two being offered in Fall 2024). Hopefully the enrollment trends upward during the summer and the program is able to capture more students in the daytime demographic.</p>		
IV.	New Business	<p>A. Certificates</p> <ul style="list-style-type: none"> i. Legal Interpreting ii. Law Office Management COA (name is still in the works) iii. Community Leadership iv. Pathways to Law COA or Cal Law Scholar COA <p>Discussion focused around providing our students an opportunity to enter into fields that they may not otherwise be aware exist, recognize them and their knowledge with a tangible certificate, and meet the demands of the local legal and organizing communities with valuable pathways. This would be in addition to the option to offer a Baccalaureate Degree in Paralegal Studies in the next round of BDP Applications should our current proposal not be approved; Hess may still opt to reapply for Applied Advocacy and Organizing, but would like the option to make the assessment).</p> <p>Motion to Approve (inclusive of III.C Paralegal Studies Baccalaureate Degree Program): Edward Newman Second: Dien Vote: 11-0</p>	AN	

V.	Report from Student Advisory Board		<p>Miriam Herrejon: NSLT was appropriate and valuable to students, making them more marketable once they graduate. Students have enjoyed the CALI exercises as a part of the class curriculum.</p> <p>Lauren Miller: NSLT programs (both) were great additions to what students are already getting out of the program. The program has been challenging, especially as a PACE student working full time. The flexibility of the program has been great. She came in with some background, and this program has taught her things that she did not know and a stronger foundation. ZTC has been really nice!</p>	I	
VI.	Public / Open Comment		<p>April Montes talked about her new role at OC, focusing on grants and funding for programs to offer enhanced capacity to do community outreach and education.</p> <p>Hess asked attorney and paralegal members of the committee to open their practices to student interns through our work experience program.</p>	I	
VII.	Next Meeting Date		Fall 2024	AN	
VIII.	Adjournment		1:01PM		