

MINUTES
LEGAL ASSISTANT ADVISORY COUNCIL

APRIL 22, 1994

MEMBERS PRESENT

Constance Tatum
Rebecca Houghton
Sheldon Stark
Sarah Keidan
Judith Christie
J. Michael Kinney
Carol Brown
Ray Cassar
Fred Mester
George Keith

MEMBERS ABSENT

Debra Vago
Mary Spada
Susan Brown
David Adams

4. The meeting was called to order at 7:00 a.m. Mike Kinney introduced everyone present.

The first order of business was discussion of the ABA on-site visit. The ABA is currently assembling a team and will be at OCC sometime between May 16 and June 17. Sarah will be checking with them when she is in Chicago in the near future. If the team is satisfied with our program, they will recommend our certification to the House of Delegates. The House of Delegates meets in August and February each year. We hope we can be on the August, 1994 list. All LGL graduates will be notified when OCC has received ABA certification. There is no retroactive certification/grandfather clause. However, there was discussion about "certifying" past graduates by an exam or a course. This will be explored with the ABA.

5. Of course, once OCC is certified, many LGL graduates will be content to inform current and future employers that their alma mater is, indeed, "ABA approved." The LGL faculty and Advisory Council will be invited to meet the ABA team, possibly at a reception. All council members will be informed about the details on the site visit and reception as soon as plans are set.

The next topic discussed was the progress in practice area course development. Mike suggested that they first be offered as non-credit courses, since this would be the faster way to bring interested people in to take the courses, especially practicing legal assistants. Our major competitor is Oakland University and they offer these electives as non-credit courses. Rebecca said people are looking for classes that will enhance their resumes. Constance agreed and added that working people are looking for knowledge to perhaps change their area of specialty. It was mentioned that possibly we could offer ABA-CLE credit for these courses.