

Paralegal, Architecture, Construction Management, and Engineering Technology Programs Breakout Meeting – January 2021

In Attendance: Elizabeth Schott, Munir (Max) Suleh, Mary Conwell, Matt Hoffman, Carrie Siefert, Al Nault, John Montoya, Michael Rubinaccio, Sandi Towers, and Jill De Valk

The faculty meeting commenced at 2:15 with Professor Conwell reminding that syllabi need to be uploaded to all Canvas shells.

Learning Assessment Committee talking points:

There will be a syllapaloosa event where they will review syllabi, course learning outcomes, and discuss changes to general education assessments. Faculty should have already been contacted by Dr. Van Gaalen if they are required to submit student assignments for a general education assignment. Anyone interested in joining Team Aspire please contact Professor Conwell.

Paralegal Internship course will be offered in Spring semester only because of enrollment requirements. Courses need to have 18 students for the course to run.

Certificates

Paralegal:

Since the eDiscovery certificate has been so successful, we are proposing to include a legal technology certificate to be completed in the Litigation course. If anyone has any ideas for certificates to be completed in courses please let Professor Conwell know.

Carrie mentioned that she is meeting with the State Attorney's Office to discuss the possibility of unpaid internships available to paralegal students each semester. These internships could be virtual.

Architecture: Additional certifications ideas please contact Professor Montoya, Al Nault and copy Mary. Certificates discussed this far include Autocad and Revit. Internships have not been mandated yet but please offer any ideas.

ABA Approval Guidelines: The ABA Approval Commission will be meeting on January 15, 2021 to discuss guidelines for the approval of paralegal programs. As a member of the Commission, Professor Conwell will be voting on the suggestions for ABA changes to guidelines on site visits. She also mentioned that she will be participating in two virtual site visits this spring semester.

Michael Rubinnaccio mentioned that FSW is included in the top 100 community colleges for graduate wages.

All courses must include Covid-19 policy in the syllabus whether you are teaching ground, online, blended, or live online courses. If you are teaching a face-to-face class, please make sure students follow proper procedures.

Professor Montoya requested a dimmer switch be installed for K130 along with the new chairs and podium. Also, a smaller 3D printer in that room. He also mentioned that students will be completing Autocad certifications in a few weeks.

Conferences: Please make sure that full-time faculty submit requests for FPD funds by the deadline. Please remember that there is no physical travel allowed yet, only virtual attendance at present.

This spring semester, the ABA TechShow and the Regional AAFPE conferences will both be virtual. Professor Conwell encourages all full-time faculty to apply for FPD funds to attend. There is also professional development funds available from the Perkins Grant.

Friday and Saturday Classes: A discussion ensued regarding the trend for weekend classes in the Architecture degree.

Would this work for the Paralegal program to have Friday or Saturday courses? Professor Conwell replied that the enrollment in Friday and Saturday classes in the past was not very high. Carrie suggested live-online courses to reach other areas in the state. She has noticed that she advises several paralegal students in the Sarasota and Tampa areas. Professor Montoya suggested that Real Estate students may take the Real Estate class in the morning and the drafting course in the afternoon.

Mini B courses: There are 2 mini B courses available this semester including Business Law. There is still time to request other courses to add to the schedule. Professor Hoffman mentioned that he thought that there is too much content in the 3-credit hour paralegal courses. He feels that perhaps PLA 1003, Introduction to Paralegal Studies should be the only course to be a mini term course. Professor Conwell replied that many of her students did very well in her two mini term courses last semester.

John Montoya suggested including construction law in a course that students in his area could take.

Clubs:

Professor Towers stated that the Legal Studies Club executive board met over the break. She said that there are 8 to 12 active members participating in the club.

Professor Conwell asked if there were any interests in establishing an Architectural club. Professor Montoya answered that many of the students are working full-time, have families and are taking 15 or 18 credit hours and simply do not have any more time to participate.

Professor Conwell mentioned reviving discussion with Dr. Psihountas regarding creating a Business of Cannabis certificate. This is a multibillion-dollar industry. In Florida, there will be \$300,000 in tax revenue. We should contact dispensaries to see if there is any interest for their employees to enroll in courses to learn about the industry. Professor Hoffman mentioned that the Law and Business side is covered but we need to include a Biology side.

Professor Conwell thanked all for attending and the meeting was adjourned at 4:00 pm.

Meeting minutes interpreted and reported by Jill De Valk