

MEMORANDUM

To: Dean Maureen O'Rourke, Chair
Council of the Section of Legal Education and Admissions to the Bar

From: Managing Director's Office

Date: August 2018

Re: Proposed Changes to the Internal Operating Practices

Changes to the Internal Operating Practices were approved by the Council at its May 2018 meeting. Adoption is pending the completion of the reorganization of the Council with the approval of changes to the Bylaws, Standards, and Rules at the August 2018 meeting.

Upon review of Internal Operating Practice 5, the staff discovered that language was inadvertently added and deleted that should be corrected. Specifically, the word "final" was added with no intent to refer to a "final" decision. In addition, language was added and some language removed with no intent to conflict with the Department of Education requirements regarding notice. These corrections have been made and are identified in the attached redline.

Recommendation: The Managing Director's Office recommends adoption of the proposed changes to the Internal Operating Practice 5.

Accreditation Project

Internal Operating Practice 5

Approved by Council at May 2018 meeting (Redline)

5. Notification of Council Decisions

The Managing Director's Office shall:

- (a) Provide written notification to the Secretary of the Department of Education, the appropriate state licensing agency, and other appropriate accrediting agencies, ~~and the public, as federal and state laws and regulations require, when the Council at the same time the Managing Director's Office notifies the Law school in writing of any~~makes a final decision to deny, withdraw, suspend, or remove the approval or provisional approval of the law school or to place a law school on probation, to direct specific remedial action, or to find significant non-compliance with one or more Standards under Rule 12(a)(4), ~~Generally, these notifications will be made at the same time the law school is notified. Absent extraordinary cause, notification of decisions shall be within but no later than~~ thirty (30) days ~~of the conclusion of the Council meeting where the decision was reached~~ after the Council reaches the decision.
- (b) Provide written notification to the Secretary of the Department of Education, the appropriate state licensing agency, other appropriate accrediting agencies, and the public within thirty (30) days of:
 - (i) a ~~final~~ decision to grant provisional approval or full approval to a law school;
 - (ii) a decision by an approved or provisionally approved law school to withdraw from approved or provisionally approved status; and
 - (iii) a decision by a law school to allow its approval or provisional approval to lapse.
- (c) Provide written notification to the public within 24 hours of the time the Managing Director's Office notifies the law school in writing of any final decision to deny, withdraw, suspend, or remove the approval or provisional approval of the law school or to place a law school on probation, to direct specific remedial action, or to find significant non-compliance with one or more Standards under rule 12(a)(4).
- (d) Make available to the Secretary of the Department of Education, the appropriate state licensing agency, the appropriate accrediting agency, and the public within 60 days after final decision, a brief statement summarizing the reasons for the decision to

deny, withdraw, suspend, or remove the approval or provisional approval of a law school, and the comments, if any, which the affected law school may wish to make with regard to that decision or evidence that the law school was offered but declined to provide any comments.

Accreditation Project

Internal Operating Practice 5

Approved by Council at May 2018 meeting (Clean)

5. Notification of Council Decisions

The Managing Director's Office shall:

- (e) Provide written notification to the Secretary of the Department of Education, the appropriate state licensing agency, and other appropriate accrediting agencies, at the same time the Managing Director's Office notifies the Law school in writing of any decision to deny, withdraw, suspend, or remove the approval or provisional approval of the law school or to place a law school on probation, to direct specific remedial action, or to find significant non-compliance with one or more Standards under Rule 12(a)(4), but no later than thirty (30) days after the Council reaches the decision.
- (f) Provide written notification to the Secretary of the Department of Education, the appropriate state licensing agency, other appropriate accrediting agencies, and the public within thirty (30) days of:
 - (iv) a decision to grant provisional approval or full approval to a law school;
 - (v) a decision by an approved or provisionally approved law school to withdraw from approved or provisionally approved status; and
 - (vi) a decision by a law school to allow its approval or provisional approval to lapse.
- (g) Provide written notification to the public within 24 hours of the time the Managing Director's Office notifies the law school in writing of any final decision to deny, withdraw, suspend, or remove the approval or provisional approval of the law school or to place a law school on probation, to direct specific remedial action, or to find significant non-compliance with one or more Standards under rule 12(a)(4).
- (h) Make available to the Secretary of the Department of Education, the appropriate state licensing agency, the appropriate accrediting agency, and the public within 60 days after final decision, a brief statement summarizing the reasons for the decision to deny, withdraw, suspend, or remove the approval or provisional approval of a law school, and the comments, if any, which the affected law school may wish to make with regard to that decision or evidence that the law school was offered but declined to provide any comments.